

**Joint Audit Committee of the Police and Crime Commissioner  
for Bedfordshire and Bedfordshire Police**

**Minutes are restricted.**

**Meeting of 22 March 2024**

**Held between 13:00 – 15:30**

**Minutes**

**Present:**

Jagtar Singh – Chair (JS)	Chair, Independent Committee Member
Wayne Brads (IM WB)	Independent Committee Member
Judit Seymour (IM JSM)	Independent Committee Member
Laura Bell (IM LB)	Independent Committee Member
Gita Raja (IM GR)	Independent Committee Member
Katie Henry (KPMG KH)	KMPG External Auditor
Dominic Sutherland (RSM DS)	RSM Internal Auditor
Mark Jones (RSM MJ)	RSM Internal Auditor
Dan Vajzovic (DCC DV)	Deputy Chief Constable
Michelle Leggetter (PWM ML)	People and Workforce Manager
Katie Beaumont (HGT KB)	Head of Governance and Transparency - OPCC
Anna Villette (CE AV)	Chief Executive - OPCC
Anesu Banda (CO AM)	Compliance Officer – OPCC (Minute Taker)

<b>Part One – Not Restricted</b>		
<b>22/JAC/30</b>	<b>Introduction</b>  The chair welcomed the committee, OPCC and Force representatives to the meeting.	<b>Chair</b>
<b>22/JAC/31</b>	<b>Apologies</b> <ul style="list-style-type: none"> <li>● Phil Wells (CFO PW)</li> <li>● Rachel Brittain (BDO RB)</li> </ul>	<b>Chair</b>
<b>22/JAC/32</b>	<b>Minutes of the meeting held on 22.12.2023 (Restricted in part).</b>  No substantial changes noted.	<b>Chair</b>

22/JAC/33	<b>Actions log</b> <ol style="list-style-type: none"> <li>1. Accuracy of minutes and reports – Completed.</li> <li>2. Skills Audit – Outstanding</li> <li>3. Tri-Force OPCC request papers – Completed.</li> <li>4. KB linking in with Tri-Force OPCC – Completed</li> <li>5. Cyber report – Completed.</li> </ol>	<b>Chair</b>
22/JAC/34	<b>Matters Arising</b>  There were no matters arising.	<b>Chair</b>
22/JAC/35	<b>Declarations of Interest (verbal)</b>  All declaration of interests has been recorded.	<b>Chair</b>
<b>Part One – Not Restricted</b>		
22/JAC/37	KH, director at KPMG introduced herself to the committee. KH is responsible for Beds, Cambs and Herts therefore there will be a consistent team across all three Forces.  <b>KH has taken the paper as read and gave a summary of the report.</b>  Discussions were had between KPMG and members.	<b>KPMG</b>
22/JAC/38	<b>Internal Audit</b> <ol style="list-style-type: none"> <li>a) <b>Internal Audit Progress Report</b></li> <li>b) <b>Internal Audit Plan 2024/25</b></li> </ol> RSM presented the papers and had discussions with the JAC members.  c) <b>Progress of recommendations</b>  <b>Paper has been noted as read.</b>  <b>JS asked, what level of assurance can be given that the action plans will be met and what is the rationale is for the slippages?</b>  AV answered, on behalf of the OPCC, we work closely with RSM to ensure that any planned improvements or responses to recommendations are within time frames that we can meet, and we often meet them ahead of what we have set out, however, RSM are very realistic about what they request from us and we can provide the committee with the assurance that the OPCC remain on top of everything.  The DCC added, there is nothing that causes any significant concern and the reason the paper was for noting is because if there was	<b>RSM</b>

	<p>something that we thought that we wanted to bring to your attention because we had concerns in relation to it, we would have prepared a detailed briefing to explain why there were concerns.</p>	
<b>22/JAC/39</b>	<p><b>Force Overview</b></p> <p><b>The DCC took the paper as read and asked the committee to ask any questions they may have.</b></p> <p>Discussions took place surrounding this paper.</p> <p>Due to time constraints the DCC asked the committee to send their questions after the meeting to be addressed next time.</p>	<b>DCC</b>
	<p><b>Training Presentation/paper</b></p> <p>ML informed the committee the presentation is going to focus on key operational skills and governance because training force wide is massive and will differ between teams.</p> <p><b>ML shared the dashboard with the committee.</b></p>	
<b>Part Two – Restricted</b>		
	<p><b>Cyber presentation – update paper</b></p> <p>Discussions took place surrounding this update paper.</p>	<b>JC</b>
	<p><b>Vetting Update</b></p> <p>Discussions took place surrounding this update paper.</p>	
<b>22/JAC/40</b>	<p><b>HMICFRS Update</b></p> <p>The DCC informed the committee the Force are currently preparing for HMICFRS inspection, and the standard PEEL inspection is due to happen in 2024.</p> <p>The field work associated with that will be taking place in September and we will see the publication of a report in 2025, however, the work in preparation for that and liaison with HMICFRS is under way.</p> <p>Discussions took place surrounding this update paper.</p>	<b>DCC</b>

22/JAC/41	<p><b>a) Strategic Risk Register of the Police and Crime Commissioner for Bedfordshire</b></p> <p><b>Report taken as read.</b></p> <p>Members felt assured by the presentation.</p>	OPCC
22/JAC/42	<p><b>Strategic Risk Register of Bedfordshire Police</b></p> <p><b>Report taken as read.</b></p> <p>Members felt assured by the presentation.</p>	ACO
22/JAC/43	<p><b>AOB</b></p> <p>KB informed the committee if there are any questions or any comments that they need to forward, to ensure they receive a written response to, this must be sent after the meeting along with expenses.</p>	Chair
	<p><b>Feedback to be raised with the CC/PCC</b></p> <p>None</p> <p><b>a) Reflections of meeting by JAC members</b></p> <p>KH said this was a very useful meeting and it was a good challenge.</p> <p>MJ said it's always been the case that the level of challenge is high, probably higher than I see in a lot of other audit committee meetings that I attend, but it's done in the right way.</p> <p>GR said, there were a lot of papers to go through, and the committee saw good presentations.</p> <p>GR thanked KB for ensuring the papers were sent to the committee on time which allowed ample time to digest everything prior to the meeting.</p> <p>WB said this was one of the widest agendas the committee has had on a joint audit committee and the presentations really added to it which is worth considering going forward. It kept the pace going. The operational elements were well represented and provided lots of answers.</p>	

	<p>JSM added, the papers were sent out with plenty of time and for the inclusion of the internal audit reports from the Tri Party which is something JSM has been asking for and it has been delivered.</p> <p>JSM asked for the slides to be shared because she did not see ML's slides.</p>	
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