

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

Minutes are restricted

Meeting of 21 June 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
Katie Henry (KPMG KH)	KMPG External Auditor
Mark Jones (RSM MJ)	RSM Internal Auditor
Phil Wells (ACO PW)	Assistant Chief Officer and Chief Finance Officer
Hannah Broadbank (HB)	Principal Accountant (<i>Invitee</i>)
Dan Vajzovic (DCC DV)	Deputy Chief Constable
John Tizard (PCC JT)	Police and Crime Commissioner
Katie Beaumont (HGT KB)	Head of Governance and Transparency – OPCC
Bethany Coles (CO BC)	Compliance Officer – OPCC (<i>Minute Taker</i>)

Part One – Not Restricted		
22/JAC/30	<p>Introduction</p> <p>WB welcomed the committee, OPCC and Police Service representatives to the meeting and advised that he will be temporarily chairing the meeting today on behalf of Chair JS.</p>	Chair
22/JAC/31	<p>Apologies</p> <ul style="list-style-type: none"> • IM Gita Raja 	Chair
22/JAC/32	<p>Minutes of the meeting held on 22.03.2024 (Restricted in part)</p> <p>No substantial changes noted. WB advised that there are some typos, however he has gone through these with KB and will amend.</p>	Chair

	<p>LB stated regarding her declaration of interest, to check that it has come off, as not minuted from last time.</p> <p>The process of minutes and whether the committee could provide feedback on whether they would like the minutes to be continued as are, or whether they'd like to be changed with any improvements.</p> <p>Action (All Members): To provide feedback on the style of the minutes of the JAC.</p>	
22/JAC/33	<p>Actions log</p> <p>ACTION - It was agreed that the referencing for the action log needs to be amended.</p> <ol style="list-style-type: none"> 1. 22/JAC/38 – covered later on the agenda and therefore marked as complete. 2. 22/JAC/39 – 2: Latest paper has been amended to reflect points raised by Members - Complete 22/JAC/41 – 3: Marked as complete 3. 22/JAC/38 – Members were requested to complete skills document circulated. 4. 22/JAC/38 – to be incorporated into JAC development day - Complete 	Chair
22/JAC/34	<p>Matters Arising</p> <p>There were no matters arising.</p>	Chair
22/JAC/35	<p>Declarations of Interest (verbal)</p> <p>All declaration of interests were updated and recorded.</p>	Chair
22/JAC/36	<p>Terms of Reference – Annual Review</p> <p>Members were informed that there were some minor changes with the Terms of Reference (ToR). The ToR remain aligned to the CIPFA code on audit committees and include the committee's comments with regards to equal opportunities, human rights, accountability statements and the annual governance statement.</p> <p>It was also noted that with the PCC elections back on a four-year cycle, following COVID that the terms for independent members has been changed back to 4 years. The amended Terms of Reference was approved.</p>	
Part One – Not Restricted		
22/JAC/37	<p>PCC Introduction</p> <p>The PCC, as it was his first meeting following his successful election campaign, provided an overview of his role, the timelines for the publication of his Police and Crime Plan and how he saw the JAC</p>	

	<p>operating, in line with the approved Terms of Reference to provide him with assurance around good governance.</p> <p>He explained that the key elements of the plan will be to set out clear strategic objectives which are measurable and that he would have key missions focused on: serious crime, local policing, violence against women and children, ensuring that victims are at the heart of policing and the wider criminal justice system, ensuring that we have an excellent and continually improving Police Service and managing risk effectively as well as engaging with the public.</p> <p>Final Accounts –</p> <p>The draft accounts for approval were presented to the Committee. The full sets of accounts for the ‘Group’ and the ‘Chief Constable’ were presented.</p> <p>Members asked questions in relation to IFRS16, Assets for Disposal and Grant Income for which explanations were provided and additional assurance provided by the external auditors.</p> <p>The Members also asked to ensure that the documents were made accessible for all and it was agreed that a summary accounts document would be published to fulfil this requirement.</p> <p>The Committee approved the accounts, subject to receiving the Auditors findings post their Audit and in doing so thanked the Finance department for their work in the completion of very detailed documents.</p> <p>External Audit Verbal Update</p> <p>The Auditors, KPMG, thanked the Committee for the approval of the Accounts and explained that their audit of them would commence towards the back end of the summer and their findings reported back to this Committee.</p>	<p>CFO</p> <p>KPMG</p>
<p>22/JAC/38</p>	<p>Internal Audit</p> <p>a) Internal Audit Progress Report</p> <p>The Head of Internal Audit explained that Members would receive the final 2023/24 audit opinions at the next Committee but that as these are in draft it was highly unlikely that the annual opinion would change.</p> <p>For 2024/25 the Governance Audit had been completed and the assurance from that Audit was positive.</p> <p>Members noted the report and took assurance that the 23/24 audit plan had been completed.</p> <p>b) RSM Annual Report</p>	<p>RSM</p>

	<p>The Head of Internal Audit walked Members through his Annual Report explaining that the overall assurance was positive but with recommendations for improvement, based upon the audits during 2023/24.</p> <p>Members thanked the Head of Internal Audit for the report, which was noted and in doing so congratulated both the OPCC, Police Service for the level of assurance provided through the internal audit reports this year.</p> <p>Finally, members asked if the Head of Internal Audit could continue to send his Emergency Services updates.</p> <p>Action RSM: To circulate the RSM Emergency Services Update (as part of progress papers) to the committee.</p>	
22/JAC/39	<p>Police Service Overview</p> <p>The DCC introduced the report that had been circulated to Members drawing out some specific themes:</p> <ul style="list-style-type: none"> • Vision events had been run over the last couple of months and more next month for the Chief Constable and his Executive Tea, to present to the whole workforce on the delivery of the police services vision. • The use of Artificial Intelligence had been piloted in Bedfordshire to determine how this could be used to enhance the productivity of officers and staff and this was now being considered by other Forces and potentially nationally. • That the Information Commissioners Office (ICO) had recently reviewed the data protection arrangements of the Force and provided very good assurance with some recommendations that will be in place by January 2025. • Confirmation that the HMICFRS will be visiting in September 2024 as their final part of the PEEL process and review. • That all supervisors at first line and middle managers have been or are going through a development programme to assist with them undertaking their roles. <p>Members thanked the DCC for his report and in noting requested that they had an input on what the Force were doing to prevent Cybercrime.</p> <p>Action: ERSOU provide an input on cybercrime prevention at the next development day.</p>	DCC

Part Two – Restricted		
22/JAC/40	<p>HMICFRS Update</p> <p>The DCC provided an overview of the work HMICFRS had completed both within Bedfordshire but also thematic updates undertaken in other Force areas. He also provided an update on PEEL readiness as well as the work Bedfordshire Police were doing in light of the Angiolini report.</p> <p>Members asked for an update on the risk highlighted by the HMICFRS on Detective Resilience, recognising that it was both a local and national issue. It was explained that whilst it has taken some time, with new recruiting methods being tried, different pathways etc, that it was hoped by the Spring of next year Detectives would be in line with establishment and that a report had been presented to the Force Executive Board in this vein that he would share.</p> <p>Action DV: To circulate the report from March 2024 Force Executive Board (FEB) to JAC surrounding update and progress on recruiting detectives.</p> <p>Members noted the report.</p>	DCC
22/JAC/41	<p>a) Strategic Risk Register of the Police and Crime Commissioner for Bedfordshire</p> <p>Whilst the risk register had been placed on the agenda it was explained that this would need a review once the Commissioner had produced his Police and Crime Plan and that a revised Register would be brought back to this Committee once that was in place.</p> <p>Members noted the report.</p>	OPCC
22/JAC/42	<p>Strategic Risk Register of Bedfordshire Police</p> <p>Members were taken through the report and in doing so their attention was drawn to the inclusion of a strategic risk around cyber security as more data was put into the cloud and the work that was being undertaken to minimise the various risks of cyber security in terms of firewalls and phishing exercises.</p> <p>Members asked about the emerging risk of the potential new theme park within Bedfordshire and were assured that this was included in both the future work and risk management of the Force and were linking into key stakeholders.</p>	ACO

	<p>Members also asked for a changed in the wording for risk SR14, which was accepted and would be corrected for the next meeting.</p> <p>Members noted the report and in doing so took assurance from the updates that the Risk Register was a live document.</p>	
22/JAC/43	<p>AOB</p> <p>Members asked for assurance around the recent issues in Northamptonshire, with regards to the dismissal of their Chief Constable, and how these would be prevented in Bedfordshire and took assurance that appropriate practices were in place to mitigate against this risk.</p> <p>A discussion with regards to wellbeing for officers and staff took place and Members were pleased that Bedfordshire had introduced a wellbeing dog which they would try and introduce Members to at the next meeting.</p> <p>Action To arrange for Mutley the wellbeing dog to attend the JAC development day.</p>	Chair
	<p>Feedback to be raised with the CC/PCC</p> <p>Reflections of meeting by JAC members</p> <p>Members took assurance from the detailed papers and expressed their thanks again to the Finance team.</p>	