

**POLICE AND CRIME COMMISSIONER FOR WILTSHIRE
AND CHIEF CONSTABLE OF WILTSHIRE POLICE**

Joint Independent Governance, Risk and Audit Committee

Thursday 23 March 2022, 14:00 – 17:00

Devizes Police HQ, The Neville Room

Agenda item: Draft minutes 23/03/2023

• **Present:**

Name	Role
Mr K Bellamy (KB)	Audit Chairman
Ms C Baynes (CB)	Audit Member
Mr A Blair (AB)	Audit Member
Mr J Colquhoun (JC)	Audit Member

• **In Attendance:**

Name	Role
Philip Wilkinson (PCC)	Police & Crime Commissioner
Paul Mills (DCC)	Deputy Chief Constable
CFO C Barker (CB)	Assistant Chief Officer/Chief Finance Officer
Supt. S Cox (SC)	Supt. People, Standards and Support
OPCC R Llewellyn (RL)	Director of Operations
Ms. C Wilson (CW)	Internal auditors: SWAP
Mr. D Hill (DH)	Internal auditors: SWAP
Ms. A Walling (AW)	External auditors: Grant Thornton
OPCC N Parris (NP)	Strategic Support Officer

PART 1: Official - Items to be considered whilst the meeting is open to the public

1. **Apologies:** K Roper (Chief Constable) represented by Mr P Mills (Deputy Chief Constable), OPCC Mr. John Derryman, OPCC CEO Mr. N Darwish and Ms G Hawkins (GT).
2. **Declarations of Interest:** There were no declarations of interest.
 - Before starting the meeting, the Chair, on behalf of all JIGRAC members, thanked retired CC Kier Pritchard's for his time and assistance with the JIGRAC panel.
3. **Minutes of the Joint Independent Governance, Risk and Audit Committee meeting held on December 2022**
 - *Approved.*
4. **Outstanding Actions**

Meeting Date: 8th December 2022, Action 1: The most recent SWAP assessment provided SW Forensics with several recommendations. The audit committee request the Director of SW Forensics Services provide documentation to show the completion of outstanding actions.

- **Resolved:** The CFO has received and reviewed the requested documentation from the director of SW Forensics. Proposal this action be closed.
 - Completion of the action approved.

5. Police and Crime Commissioner Update

The Police and Crime Commissioner provided a verbal update on the current key issues.

- The PCC highlighted improving force performance and public feedback as increasingly positive. The dramatic improvements in speed enforcement (58% increase in penalties) a principal driver.
- The CC and PCC will attend the next PPOG (Police Performance Oversight Group) on the 5th of April 2023, providing individual progress reports.
- Op Scorpion is to continue during 2023; the next combating the causes of youth and gang culture.
- The new CC has started to provide the PCC with a biweekly update letter; to be published. Furthering his scrutiny of the force and community engagement.
- The OPCC continues to integrate well with the force, offering support as needed.
- RL has reorganised and reinvigorated the OPCC commissioning services. Targeting PCP (Police and Crime Panel) areas such as ASB (Anti-Social Behaviour), Youth Justice, etc. More recently progressing the PCC's work leading on the multi-agency roll out of the serious violence (SV) duty. Strategic plans are being co-ordinated with partner agencies and a serious violence co-ordinator has been appointed to drive this work.

Audit member question: How will the SV co-ordinator operate? RL – the role will allow the OPCC to co-ordinate the multi-agency response alongside collate performance reports to ensure progress is in line with delivery plans.

Audit member question: Will the plans include working with local schools? RL – The PCC funds Swindon Youth Justice (SYJ) work; recently rated outstanding by Ofsted. SYJ work with children in and absent from school. Recent projects have encouraged children to set up entrepreneurial businesses, steering them away from negative influences.

Audit member question: Are funds to be directed into the Police and Crime Plan (PCP) activity. RL –The work aligns with the PCP work with a further £80K recently allocated to fund one off payments of up to £5K for activity which drives the Police and Crime plan.

Audit member question: Will the funds continue after the duty ceases? RL – Wiltshire has been awarded the Home Office (HO) funds with funding staggered over three years. It will be the HO's decision if this duty continues.

Resolved – OPCC DoO (Director of Operations) to return to JIGRAC providing an update on the progress of the SV programme.

6. Deputy Chief Constable Update

Further to the circulated report the DCC attended and provided an update. The following key points were made.

- HMICFRS force performance is making good progress.
- The force will now replace use of the service improvement road map (SIRM) with a new continuous improvement plan. The SIRM was designed to deliver change over the initial 9 months of Engage and a stage two plan will now take its place.
- Consequentially, performance against all recommended actions have been reviewed and where performance measures indicate delivery is not progressing sufficiently, improvements have been made.
- The new CC has developed a very proactive mission for the force aligned to the PCP and PEEL (Police Efficiency, Effectiveness and Legitimacy). Three priorities have been outlined: safer public spaces, violence reduction and Burglary. A victim's pledge is also outlined to ensure high quality investigations tailored to victims of crime needs.
- The force governance boards have been reviewed with the new CC leading three monthly strategy boards, DCC three business planning and innovations boards and ACC/ACOs 7 operational meetings.
- The force is producing a new streamlined performance pack to drive progress.
- The uplift program ends March 2023 and the force anticipate meeting the expected intake of 1189. There will be two further touch points 2023-24 (Sept & March) with the force expected to meet a 120 target.
- A Standards and Delivery Plan was commissioned and is underway aimed at driving out corruption.

7. PSD Misconduct Data: Further to the circulated report Supt. S Cox attended and provided an update. The following key points were made.

- The force follows national STUDIOS priorities and lead forms part of the national corruption board, aiding the forces' ability to maintain standards and make improvements effectively.
- The force has updated their code of practise policy which will include force mobile phone and laptop use monitoring.
- Wiltshire remains one of the greatest users of RPRP out of 43 forces – This has been identified as good practice by the Home Office and Independent Office for Police Conduct.

Audit member question: Are the level of complaints similar to other forces? SC - Yes, similar volumes are received. Wilts police follow a model which others are to adopt whereby all complaints are recorded then either managed by service recovery, the force or IOPC (Independent Office of Police Conduct).

- The DCC has asked for comprehensive data sets to monitor performance with richer detail, and this is in development.
- The forces disproportionality outcomes data shows no concerns.
- The force has installed the best software available to them to monitor use of technology. It has also delivered standards and corruption training to every police officer and improved whistle blowing avenues increasing staff trust. They continue to spearhead drug testing where other forces nationally and in the SW are not.
- 94% of Wiltshire Police live in county unlike the MET where the majority live outside London. This means they are highly unlikely to miss any Intel about an officer or staff member. Consequentially PND (Police National Database) checks have not highlighted any concerns to date.
- The National police data base checks are due to be completed well in advance of the September deadline

- The force monitors the ethnicity of complainants to ensure it checks for bigotry or racism with no concerns have been identified.
- The force seeks to identify all present, possible, and anticipated risks to ensure mitigations are in place.
- All gifts/hospitality continue to require approval from PSD.

Audit member question: What lessons can Wilts Police learn from the Cassey report? SC – Wilts Police received the national interim report from HMICFRS. They then RAG (Red, Amber, Green) scored their performance against each of the 27 actions and 5 areas for improvement.

This involved breaking down the recommendations, assessing corresponding performance then outlining where and how they expect to find improvements. The deadline is Oct 2023. The NPCC (National Police Chiefs Council) have recently assessed the forces work and advised at this time they have zero areas in red.

Audit member question: Do Wilts Police have sufficient objectivity? SC - The OPCC and IPC independently review the forces work and if a case requires it is sent to an outside force.

Audit member question: To what extent are Wilts Police whistleblowing/reporting tools secure? SC – The force continually assesses the performance and credibility of their reporting tools, with crime stoppers (CS) the now managing this work. CS do not disclose sources, including to Wilts Police which gives police staff / officers and the public a high degree of trust. DCC - we continuously strive to raise awareness internally.

Audit member question: How constructive is your relationship with the police federation? SC – we have very constructive and frank monthly meetings with the federation and UNISON.

Resolved: Supt. Steve Cox to continue to bring updated PSD data to JIGRAC annually.

8. Deputy Chief Constable provided a PEEL progress update

Further to the circulated report the DCC attended and provided an update. The following key points were made.

- To ensure delivery, the force have appointed a new ACC level lead who will head up the continuous improvement (CI) board.
- The force has engaged with PPOG support and sought best practise with the assistance of the College of Policing.
- A recent review of progress occurred and areas to receive increased focus identified.
- The upcoming PPOG report will provide a RAG assessment and the CI plan with transparency key.
- The force is now focusing on embedding improvements, with the next PEEL assessment a chance to show lasting progress.
- Internal audits remain in place assessing performance against PEEL standards.

Audit member question: The report shows a small number of HMICFRS recommendations signed off as complete are you striving for more before the next PPOG? DCC – The force is seeking to ensure improvements are embedded, not just quick fixes before requesting sign offs. It has taken other forces 18 months – 4 years to come out of engage.

Audit member question: Are some areas beyond your control, e.g., the national lack of detectives? CB – An internal audit review has been carried out with peer reviews. The aim to address the national issues and find successful outcomes. PCC – I have commissioned an external people review report to enhance the force progress in this area.

9. External Audit: Progress Report Further to the circulated report, Ms A Walling (Grant Thornton) provided a verbal update.

- Page 7: In June 2022, a detailed audit plan was presented to JIGRAC, then Sept 2022 the interim audit findings.
- The majority of testing is now complete, with two exceptions. The external valuation report was unable to evidence the required valuation inputs and IAS 19 assurances from pension fund auditor is outstanding.
- The 2020 Code of Audit Practise, annual report for 2021 – 2022 was hampered by the pandemic. Therefore, it will be combined in the 2022 – 2023 report.
- Page 9: outlines GT deliverables to complete, with the remaining delayed due to capacity; GT recruitment issues mean the workforce has become less experienced at a time when audits are becoming more complex.

Audit member question to CB: Are you satisfied with the progress. CB Yes, we understand the issues. SWAP have collated feedback for submission following a national request.

10. Internal Audit Update Report A report by the South-West Audit Partnership (SWAP) was circulated prior to the meeting. Ms C Wilson provided a verbal update with the following key points.

- The annual audit plan is on schedule for delivery with 0% due and 50% complete.

CB – Before close could sign off be sought from the force L and D lead.

11. Internal Audit: Proposed 2023/24 Audit Plan - Quarters 1 and 2A. A report by the South-West Audit Partnership (SWAP) was circulated prior to the meeting and Ms C Wilson provided a verbal update with the following key points.

- The SWAP audit plan for 2023-24 will move from a 12-months cycle to two 6 month rolling plans.
- Q1-Q2 SWAP will revisit organisational risk assessment. With a summary of outcomes highlighted on page 4 of the report.
- Internal audit coverage in 2023/24 have been laid out and RAG rated on page 5 of the report. Assurances were sought before finalising the plan.
- Going forward performance measures will be introduced

CB – It will be useful to receive your understanding and support on assurance planning.

Resolved: The audit plan for Q1/Q2 of 2023/24 was approved.

12. Outstanding Audit Recommendations were circulated prior to the meeting. The following key points were noted,

- Progress is being made with 1 signed off over the last quarter.

13. Outcome of Annual Self-Assessment, Review of Standing Orders and Terms of Reference circulated prior to the meeting. The following key points were noted

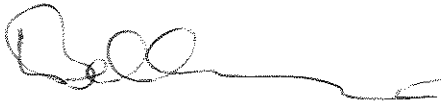
- Reviews of the TOR (Terms of Reference) will take place bi-annually going forward.
- Recruitment of members remains a top concern.
- Can members receive confirmation when members are to join ELG (Executive Leadership Group) – one member once a year.

Date of Future Meetings

- Tuesday 7 June 2023 at 14:00 – 17:00 (13:00-14:00 statement of accounts pre meet)
- Thursday 26 September 2022 at 14:00 – 17:00
- Thursday 7 December 2023 at 14:00 – 17:00
- Tuesday the 26th of March 2024 at 14:00 – 17:00

The Chair thanked everyone for their contribution to the meeting.

The meeting commenced at 2.00pm and concluded at 4.30pm



JIGRAC Chair Keith Bellamy