



**MINUTES OF JOINT INDEPENDENT AUDIT COMMITTEE MEETING
HELD ON FRIDAY 19 SEPTEMBER 2025 COMMENCING AT
13:00HRS AND CONCLUDING AT 17:00 HRS - PART I**

Committee Members Present:

S Page (Chair), M Strange, K Taylor, C Westcott, L Rafellini

Present:

J Hogg (Chief Constable, Thames Valley Police TVP)
G Ormston (Chief Executive, OPCC)
M Thornley (Chief Finance Officer, OPCC)
R Martinig (Corporate Accountant, OPCC)
V Waskett (Head of Governance, OPCC)
L Waters (Head of Finance, TVP)
M Lattanzio (Chief Digital & Information Officer, TVP)
C Widdison (Head of Governance and Change, TVP)
A Nicholls (Head of Strategic Governance, TVP)
A Brittain (Associate Partner, EY)
A Kennett (Audit Manager, EY)
N Shovell (Chief Internal Auditor, TVP & OPCC)
A Shearn (Principal Auditor, TVP & OPCC)
P Bailey (Head of Learning and Development, TVP)
A Lygo (Head of Strategy and Architecture, TVP)
E Buttar (Inspections and Strategy Manager, TVP)
J Katouzian (Governance Manager, OPCC)

Observers: None

PRELIMINARIES

1. Apologies and Introductions

B Snuggs (Deputy Chief Constable, TVP)
N Cornelius (Head of HR Services, People Directorate, TVP)
S South (Head of IT Business Services, TVP)

2. Minutes & Actions of the JIAC Meeting held on 13.06.25 (Part I)

The Chair, Stephen Page (SP) reviewed the minutes and actions of the JIAC meeting held on 13 June 2025

The following actions are complete and can be removed from the Action Log:

JIAC 020 – JIAC 021 – JIAC 022 – JIAC 023 – JIAC 024 – JIAC 025 – JIAC 026

REGULAR UPDATES

3. Progress on Delivery of 2025/26 Internal Audit Plan. (Neil Shovell – NS).

The Committee reviewed the report submitted. (SP) noted a lot of thorough good work and a helpful self-assessment.

No Actions

4. Progress on Delivery of Agreed Actions in Internal Audit Report. (Amy Shearn – AS).

Kay Taylor (KT) – noted the review of mileage and expense claims (P.25) sounds very early on into addressing this issue, yet the completion date is 30.09? Completion dates need more robustly reviewed and to be accurate. (SP) noted that there is a tendency to create completion dates shortly after the JIAC meeting and this is not the best way to manage business. Linda Waters (LW) accepted that the completion dates require updating and are more likely to be the end of October.

JIAC Committee members asked for greater *specificity* and *accuracy* in the action target and completions dates. This needs to be forthcoming in future reports. **Noted for all attendees.**

5. TVP Risk & Business Continuity update. (Ali Nicholls – AN).

(SP) the Committee noted that there are two different methods of judging the risk appetite between TVP and the OPCC. Gillian Ormston (GO) responded that TVP and the OPCC are 2 different corporate soles and therefore this is to be expected. However, the OPCC will look at this point when assessing the rationale in assigning risk.

Chris Westcott (CW) highlighted that on page 37 there is lacking a definition of the *Force Level Chronic Risk* in the report. Claire Widdison (CWI) advised that it was provided to the previous JIAC meeting and will ensure it is included in future reports.

Melissa Strange (MS) noted that the MASH has returned to the risk register. (CWI) TVP have received more referrals during the school holidays and this does vary due to geographic areas and the volume of referrals from schools and other agencies. Jason Hogg (JH) replied that the MASH set-up is quite inefficient with 6 MASHs in Berkshire alone and different local authorities working in different ways. TVP are trying to take more of a lead role to improve this.

(MS) noted some of the referral data is combined, showing both adults and children, presumably some referrals are about members of the same family? Please can this be clarified?

(CWI) advised that they will review this outside the meeting and look at providing the data.

(SP) the committee has noted that forensic demand on page 50, has increased substantially and is now a red risk. Is forensic demand forecasting operating well? (AN) gave an update regarding the service improvement review, which is underway and will help TVP understand the demand and any impact on investigations. A lot of demand has come from accreditation work that was required. Kay Hannam (KH) added that the majority of the demand is from the challenges in the forensics market place which is unstable and TVP are trying to manage through outsourcing controls and assessing the impact on work load demands. In addition there are other challenges in resourcing in this area.

Action: Reassess the risk appetite of the OPCC vs TVP – GO (JIAC 027).

Action: Include Force Level Chronic Risk definition in future reports – CWI (JIAC 028).

Action: Provide JIAC with a breakdown on MASH referrals adult vs children – CWI (JIAC 029).

6. OPCC Risk Register. (Gillian Ormston – GO).

The Committee reviewed the OPCC Risk Register.

Luca Raffellini (LR) requested clarification as to whether riot compensation is in the control of the OPCC? (GO) advised it is not in the control of the OPCC as the UK government decides if a disorder incident is classified as a riot - after the event. At that point claims can be submitted to the PCC for consideration.

No Actions

FINAL ACCOUNTS & FINANCIAL POSITION

7. EY Audit report result. (Andrew Brittan – AW & Alison Kennett AK).

(AK) presented the paper. EY have revised their materiality figures and the audit is still in progress, EY will share the audit results once the audit is complete.

(MS) and (SP) raised the issue of blank journal entries, does TVP know how many blank journal records there are? (LW) responded that the number is not known at the moment and the first push-back is against the data system in order to make inputting the data a mandatory field. (SP) requested an action to inform the Committee of the size/scale of the issue of blank journals, what is the impact and what are the actions to address this? (KT) also requested that the action includes the number of entries and their value.

Action: Provide updated materiality figures when the audit is complete – AK (JIAC 030).

Action: Supply data regarding the size/scale of blank journal entries, impact upon the business, their numbers, values and the actions to address this – LW (JIAC 031).

8. Comprehensive spending review implications. (Linda Waters – LW & Martin Thornley – MT).

The Committee reviewed the report submitted, there was some discussion regarding the Police Pay Award and the Police Grant from the Home office.

(JH) and (LW) updated the Committee with regard to the procedures in seizing, converting and redistribution of Crypto Currently confiscated by the Serious Organised Crime Unit.

(SP) suggested that the Internal Audit Team submit a paper or provide confirmation to the Committee that there is adequate audit (internal and external as appropriate) cover re: Crypto Currency seizure, holding, and disposal.

Action: Provide the Committee with confirmation of adequate audit cover for Crypto Currency activities under POCA – NS (JIAC 032).

9. Fire Safety written update. (Ali Nicholls – AN & Claire Widdison – CWI)

(CW) queried that the sites listed in the report are *compliant*, though the report does not confirm that fire drills have taken place? How is it possible to report compliance prior to the fire drills being completed? (AN) Responded that the fire drills are scheduled and due to be completed by the end of September.

No Actions—JIAC will revisit this topic at the next meeting

10. Update JIAC Terms of Reference TOR. (Jim Katouzian – JK).

The TOR were updated to include that confidential and sensitive information is discussed in the Part II section of the main quarterly meeting. It is not the aim of the JIAC to have many such items on the agenda, nor to make the meeting top heavy with confidential and sensitive matters. The new TOR were accepted.

No Actions

BREAK 10 MINS

11. Forensic Building Project in Bicester. (CC Jason Hogg & Kay Hannam – KH)

- Project update**
- Use of the new building**

The Chair (SP) noted that the paper submitted was very helpful and clearly stated the size and complexity of the challenge in building such a large facility.

Some questions were posed by the Committee:

1) Why is the project not on the risk register? Reply from (LW), the risk is being managed separately as a financial risk. The main issue is the electric and energy supply. (CWI) advised that the project is a Red Risk on the Forensic Improvement Board, rather than a separate risk on the Force Risk Register and that the Forensic Improvement Project is listed on the Force Risk Register. A separate entry would cause confusion.

(GO) added that in terms of risk mitigation for the energy supply, the PCC is in touch personally with the Head of the Energy company over this.

2) Has it been a challenge in moving staff to a new location in Bicester?
(KH) – Yes it has been a challenge, the main issue is to avoid losing a lot of staff in one go – there are some staff excited by the move and others resistant to it. The project of moving staff and facilities to a new location in Bicester has been as large an undertaking as building the actual premises.

3) How many people will not move to the new facilities?

(KH) advised that around half a dozen have stated they will use the move as a natural opportunity to retire, which does include some highly skilled members of staff.

No Actions

SUBSTANTIVE ITEMS

12. PCC Annual Report. (Gillian Ormston – GO).

(SP) noted that the PCC's report highlighted a goal of preparedness for civil emergencies, but this is not referenced in the action plan that follows. He asked how we could gain assurance that TVP and the OPCC are doing enough, noting that managing "readiness" requires a different approach from managing "response". Both (GO) and (JH) replied that they are satisfied both organisations are firmly involved. (JH) advised that TVP are part of the Local Resilience Forum LRF, which is currently chaired by the Deputy Head of the Ambulance Service. (GO) confirmed that the Victims First Hub is part of the LRF, so the OPCC is well involved and in addition the senior team of the OPCC are being trained in critical incident handling.

(SP) the Mediation Service is a highlight in the PCC Annual Report, how do you measure the performance? (GO) advised that the OPCC Director of Performance is looking into the evaluation of the OPCC projects and services and we will look at this and report back.

Action: Update the Committee with details of the review of the performance re: OPCC funded Mediation Service – GO (JAC 033).

13. OPCC Scrutiny of Performance (Gillian Ormston – GO).

The Committee noted that there are 50 KPIs in the report and requested that this is condensed. (GO) confirmed it is a work in a progress and the OPCC are condensing and managing the number of KPIs.

No Actions

14. Saving and Efficiency Governance (Linda Waters – LW & ACC Murray – DM).

The Committee reviewed the paper submitted.

(LW) highlighted the point that savings and efficiency will inevitably result in reductions in service and whilst this is often something to be avoided, it will have an impact on service delivery.

(DM) is conducting the Enabling Services Review and Force efficiency. TVP have identified the savings for Year 1. This means no easy decisions and whilst TVP will try to minimise the reductions in service, it will require TVP to do some things differently and make choices as to what services are provided in the long term. TVP are currently working on identifying the savings in Years 2 and 3, with an overall total of £12 million.

No Actions

15. Talent Management. (Paul Bailey – PB).

(PB) presented a paper regarding the Talent Management Strategy of the People Directorate Department, designed to maintain and keep staff. This strategy includes the use of AI tools in predicting career moves and business areas that may need resourcing. Noting though it is new technology and requires more focus and development in the future.

No Actions.

16. Key emerging themes of the 10 year TVP Strategy (CC Jason Hogg).

(JH) presented the report to the meeting. (JH) advised that the government has not provided a 3 year budget and the police grant and budget is communicated year by year. Furthermore, politics and politicians change at a national level and priorities shift, this results in the danger that policing remains reactive. Hence, TVP have created a Force Strategies Framework consisting of 5 strands:

- *Mission, Vision and Values*
- *Aspirational*
- *Transformational*
- *Enabling*
- *Core Policing Principle*

The presentation slides will be shared with the JIAC Committee:

Action: Share presentation slides for the 10 year Force Strategy with the JIAC Committee members – CWI (JIAC 034)

17. Any Other Business

The Committee updated the meeting on their familiarity visits conducted recently, such as a ride-along with the Rural Crime Team in South and Vale and a visit to a Custody Suite with the Independent Custody Visitors. Further visits, meetings and 1-2-1s are planned in the future with Officers and staff in TVP and the OPCC.

(MT) reviewed the agenda items to be included for discussion at the next meeting, other than standing and regular items. These include:

- JIAC Annual Report
- An update on the Estates Strategy
- OPCC Risk Management approach
- Local Resilience Forum risks
- AI use/tools within the Digital Strategy

The meeting concluded at 15:58 hrs.

Date of next meeting: Friday 12 December 2025 at 1300-17:00hrs to be held in the CCMT Conference Room, HQ South/MS Teams