



Meeting: Joint Independent Audit Committee
Time and date: Tuesday 23rd July 2019, 14:00-16:00
Location: Haigh Meeting Room, Ground Floor, Alverton Court
Chair: Max Thomas

Attendees:

Name	Role
Lisa Winward (LW)	Chief Constable
Helen Fowler (HF)	Member
Pauline Fox (PF)	Member
Asim Ashraf (AA)	Member
Michael Porter (MP)	PFCC's Chief Finance Officer
Jane Palmer (JP)	Chief Constable's Chief Finance Officer & Chief Accountant
Ray Ward	Managing Director Enable
Donald Stone (DS)	Risk & Assurance Manager
Phil Church (PC)	Internal Audit (RSM)
Gavin Barker (GB)	Mazars
Dan Harris (DH)	Internal Audit (RSM)
Shain Yapp (SY)	Personal Assistant to the Commissioner's Chief Finance Officer (Minute taker)

Apologies:

Name	Role
Jason Brine	Chair
Heather Cook	Member

Items and Decisions:

No.	Discussion	Outcome / Decision
436	<u>Attendance and apologies</u> It was noted a quorum of the Committee was present Apologies; Jason Brine Heather Cook	
437	<u>Declaration of Interest</u> There was one declarations of interest from MT who advised that his company Veritau provide the Statutory Data Protection Officer Services to the OPFCC.	For information
438	<u>Minutes of previous meeting</u> The minutes were approved for publication.	For information

No.	Discussion	Outcome / Decision
439	<p><u>Matters arising</u> There were no matters arising from the previous meeting that were not included on the agenda for this meeting.</p>	For information
440	<p><u>Internal Audit reports and Plan Progress updates</u></p> <ul style="list-style-type: none"> • Progress paper • Follow up report • Vetting report • Positive action report. <p>A brief synopsis was provided to the committee.</p> <p>No questions were raised.</p>	
441	<p><u>External Audit Updates</u> GB provided his assurance on the draft Combined Report, and advised committee that there had been no questions or objections raised by members of the public on the accounts.</p> <p>GB thanked the Officers for their hard work and meeting the tight deadlines.</p> <p>Members thanked the officers and auditors for a positive report and congratulated everyone on their hard work.</p>	Noted
442	<p><u>Internal Audit Recommendations Tracker</u> DS opened to questions and views.</p> <p>No questions were raised.</p>	
443	<p><u>HMIC Reports/ HMIC recommendation tracker</u> DS updated the committee that the report requires further work to anonymise personal details. An in-depth coverage of the process will be shared in the November meeting.</p>	
444	<p><u>Risk Management and Business Continuity Overview</u> Risk Management: Brief summery provided by DS, updates are now reflected in the report and fed into the Executive Board. Members requested a copy of the Principle Risk Register.</p> <p>Business Continuity: DS shared details of recent Desktop Exercises. Members have requested details of the success of the exercises taken place.</p>	

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445	<p><u>Business Updates</u></p> <p>RW briefed the committee on the function of Enable North Yorkshire. RW added that his role as managing director so far has been to gain an understanding from the Chief Constable, Chief Fire Officer and senior officers on their vision of improving efficiencies; offering best value for money whilst maintaining best practice. RW advised that the Senior Leadership review is currently being progressed.</p> <p>RW advised that the Transform 2020 programme is on target, and the expected savings will be achieved in the planned timeframe.</p> <p>The committee requested that a compressive brief be provided from T2020 Programme lead before the next meeting.</p>	Noted
446	<p><u>Civil Claims</u></p> <p>A detailed closed session was presented to the committee prior to the meeting.</p> <p>The members requested that their thanks be recorded in the meeting minutes. It was so well received that a similar session has been requested next year.</p>	Noted
447	<p><u>In Year Financial Monitoring and MTFP – Outturn Report</u></p> <p>MP shared the Outturn report, the report was for member’s information. MP advised that the report had been presented to the Executive Board in June.</p> <p>The committee praised the officers on the level of transparency in the documents.</p> <p>No questions were raised.</p>	Noted
448	<p><u>Annual Governance Statement</u></p> <p>DS, advised that he had provided a draft copy at the previous meeting and the suggested changes have now been adopted.</p> <p>No questions were raised</p>	Noted
449	<p><u>Final Accounts</u></p> <p>MP advised that the draft accounts were presented at the May meeting, minor adjustment were made but nothing of significance.</p> <p>No questions were raised.</p>	
450	<p><u>JAC Annual Report</u></p> <p>MT concluded that the JAC Annual Report reflects that the committee has fully discharged its responsibilities. However, it was suggest some further training would be advantageous.</p> <p>MP advised this report would be forwarded to the Executive Board.</p>	
451	<p><u>Information Management Report</u></p> <p>Detailed briefing and discussion was held prior to the meeting.</p>	

No.	Discussion	Outcome / Decision
	The chair thanked KW and M L for making the time to provide the members with a briefings in their closed session it is very much appreciated.	
452	<u>JIAC Forward Planner</u> Noted.	
453	<u>Policing and Crime Annual Report 2018 -2019 (draft Report)</u> MP advised that the report was circulated to the committee for information.	
454	<u>AOB</u> The Chair thanked Pauline Fox on her tenure end.	
455	<u>Dates of future meetings</u> 28 th November 2019 17 th March 2020 19th May 2020 21st July 2020	Noted

Actions Agreed:

No.	Action / Update	Owner	Date Issued	Date Closed
20	<u>HMICFRS Reports</u> Requirement for useable tracker / report / management information based on the HMICFRS tracking software	DS	20.11.2018	
20.b	JB requested that a demonstration of the tracking software be available prior to the next meeting.	DS	19.03.2019	21.07.2019
21	<u>Financial Reporting</u> In accordance with the Terms of Reference in year financial reports / executive overview should be provided on a quarterly basis for PFCC and CC	MP/JP	20.11.2018	21.07.2019
22	<u>Corporate Governance changes</u> A summary of Corporate Governance changes to be provided by MP in the May meeting.	MP	19.03.2019	21.07.2019
23	<u>ISO report</u> The ISO reporting provided at the Information Management meeting to be incorporated into the Claims Overview reporting each ¼ for the JIAC.	DS	19.03.2019	21.07.2019

The next meeting will take place at Tuesday 28th November 2019 in the Haigh Meeting Room at 14:00 -16:00. Papers for discussion are to be submitted by close of play one week prior to the meeting date. A pre-meeting for the members will take place at Tuesday 28th November 2019 in the Haigh Meeting Room at 13:00 -14:00.