



**NORTH YORKSHIRE POLICE, FIRE AND CRIME COMMISSIONER**

**NORTH YORKSHIRE FIRE AND RESCUE SERVICE**

**Independent Audit Committee**

**Meeting:** Joint Independent Audit Committee  
**Time and date:** Thursday 22<sup>nd</sup> July 2021, 14:00 – 16:00  
**Location:** Via Microsoft Teams  
**Chair:** Asim Ashraf (AA)

**Attendees:**

<b>Name</b>	<b>Role</b>
John Foster (JF)	Chief Fire Officer
Michael Porter (MP)	PFCC's Chief Finance Officer
Ray Ward (RW)	Managing Director enableNY
Stephen Fox (SF)	Independent Member
Becky Horrocks (BH)	Independent Member
Andrew McHutchon (AM)	Independent Member
David O'Brien (DO)	Independent Member
Stuart Cutts (SC)	Veritau
Clare Godfrey (CG)	Head of Finance (NYFRS)
Gavin Barker (GB)	Mazars
Abi Medic (AM)	Mazars
Simon Garnett - Spence	Head of Assets
Shain Yapp (SY)	Personal Assistant Executive Support for the Chief Officer Team

**Apologies:**

<b>Name</b>	<b>Role</b>
Simon Dennis	Chief Executive Officer/Monitoring Officer, OPFCC

**Items and Decisions:**

<b>No.</b>	<b>Discussion</b>	<b>Outcome / Decision</b>
1.	<p><b><u>Attendance and Apologies</u></b></p> <p>It was noted a quorum of the Committee was present.</p>	Noted
2.	<p><b><u>Declaration of Interest</u></b></p> <p>There were no declarations of interest.</p>	For information
3.	<p><b><u>Minutes of the previous meeting</u></b></p> <p>The minutes of the previous meeting were approved.</p>	
4.	<p><b><u>Actions of the previous meeting</u></b></p> <p>The Chair advised that he was stepping down due to work and personal commitments.</p>	
5.	<p><b><u>Internal Audit progress Report(s)</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Payroll bank account changes</u></b> Private Item, which was presented by SC, questions raised were answered by MP, CG, JF and SC. Report was noted</li> <li>• <b><u>Tranman and AMS System</u></b> SC gave an overview of the report. BH queried 2.1 how implementation was planned. SGS provided the members with a comprehensive overview of the process which the members were satisfied with.</li> <li>• <b><u>Head of Internal Audit opinion report</u></b> No questions were raised</li> </ul>	
6.	<p><b><u>External Audit progress report</u></b></p> <p>External Audit GB advised that there will be a delay on the end of statutory timetable, this due to a national recruitment struggle. The impact of this delay will require NYFRS to publish a notice to reflect the delay.</p>	
7.	<p><b><u>Tactical Leadership Team Update Report</u></b></p>	

No.	Discussion	Outcome / Decision
	<p>For discussion: Members are asked to review report and provide feedback, specifically on the services performance regarding:</p> <p><b><u>Information Governance</u></b></p> <p>No questions raised</p> <p><b><u>Performance Indicators</u></b></p> <p>No questions raised</p> <p><b><u>Corporate Risk Management</u></b></p> <p>Noted</p> <p><b><u>HMICFRS outcome action plan and progress</u></b></p> <p>No questions raised</p>	
8.	<p><b><u>Review of the Corporate Governance Framework</u></b></p> <p>MP provided an overview of the framework, sharing with the members that the protocols surrounding the governance were reviewed and taken to the Executive Board for reflection, the protocols were agreed by the new PFCC. Final draft will be shared later this year.</p> <p>No questions were raised.</p>	
9.	<p><b><u>Annual Governance Statement</u></b></p> <p>Reflection of governance, how specific area of business require developing, and additional focus.</p>	
10.	<p><b><u>Procurement Audit Follow</u></b></p> <p>SGS shared the plans to address the procurement issues which were identified in the audit. SGS advised that his team were working closely with MP and the enableNY Team as well as reengaging with NYCC to run procurement exercises. Further procurement training for budget holders will also be provided to refresh their understanding on how the systems are best used.</p> <p>BH offered SGS specialist support which SGS appreciated.</p>	
11.	<p><b><u>Draft Accounts</u></b></p> <p>MP advised the draft accounts will be available for the next meeting</p>	
12.	<p><b><u>Pensions Report</u></b></p> <p>JF provided a short update on NYFRS's position</p>	

No.	Discussion	Outcome / Decision
	No questions raised	
13.	<u>IAC Forward Planner</u>  Noted	
14.	<u>AOB</u>  MP thanked Asim for his exceptional support to NYFRS in his role as Chair to the committee.	
15.	<u>Dates of future meetings</u> 14th December 2021 - TBC 15th March 2022 21st June 2022- TBC 20th September 2022 - TBC 13th December 2022 - TBC 21st March 2022 - TBC 20th June 2022 - TBC	

**Actions Agreed:**

No.	Action / Update	Owner	Date Issued	Due Date	Date Closed
10c	Members to meet and discuss training opportunities.  SY to set up a Teams meeting for the above by early November.  Carried over for Asim / Becky to discuss individuals training with the members	AA	23.09.2020	15.12.2020  November 2021	
11	To discuss the findings of the Procurement Audit in detail prior to the next audit meeting.	AA/SC	16.03.2021	22.06.21	Pending

**The next meeting of the IAC will take place at 11:00 on 21st September 2021 remotely via Microsoft Teams.**