



NORTH YORKSHIRE POLICE, FIRE AND CRIME COMMISSIONER

NORTH YORKSHIRE FIRE AND RESCUE SERVICE

Independent Audit Committee

Meeting: Joint Independent Audit Committee
Time and date: Tuesday 21st September 2021 09:00 2021, 09:00 – 11:00
Location: Via Microsoft Teams
Chair: Becky Horrocks(BH)

Attendees:

Name	Role
John Foster (JF)	Chief Fire Officer
Simon Dennis	Chief Executive Officer/Monitoring Officer, OPFCC
Michael Porter (MP)	PFCC's Chief Finance Officer
Ray Ward (RW)	Managing Director enableNY
Stephen Fox (SF)	Independent Member
Simon Garnet - Spence	Head of Assets
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
Shain Yapp (SY)	Personal Assistant Executive Support for the Chief Officer Team

Apologies:

Name	Role
Claire Godfry	Head Of Finance

Items and Decisions:

No.	Discussion	Outcome / Decision
1.	<p><u>Attendance and Apologies</u></p> <p>It was noted a quorum of the Committee was present.</p>	Noted
2.	<p><u>Declaration of Interest</u></p> <p>There were no declarations of interest.</p>	For information
3.	<p><u>Minutes of the previous meeting</u></p> <p>The minutes of the previous meeting were approved.</p>	
4.	<p><u>Actions of the previous meeting</u></p>	
5.	<p><u>Internal Audit progress Report(s)</u></p> <ul style="list-style-type: none"> • <u>Payroll bank account changes</u> Private Item, which was presented by SC, questions raised were answered by MP, CG, JF and SC. Report was noted • <u>Tranman and AMS System</u> 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. • <u>Head of Internal Audit opinion report</u> No questions were raised 	
6.	<p><u>External Audit progress report</u></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><u>Tactical Leadership Team Update Report</u></p> <p>JF provided an update on the changes of leadership, advising that Jonathn Dyson is now the Deputy Chief Fire officer and will be attending future meetings. Advising that at future meeting the reports will be called Assurance Report and will cover an additional item Health and Safety. Risk and assurance will also be aligned with the same platform NYP are using.</p>	

No.	Discussion	Outcome / Decision
	<p><u>Information Governance</u></p> <p>No questions raised</p> <p><u>Performance Indicators</u></p> <p>No questions raised</p> <p><u>Corporate Risk Management</u></p> <p>Noted</p> <p><u>HMICFRS outcome action plan and progress</u></p> <p>No questions raised</p>	
8.	<p><u>Review of the Corporate Governance Framework</u></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><u>Annual Governance Statement</u></p> <p>Reflection of governance, how specific area of business require developing, and additional focus.</p>	
10.	<p><u>Procurement Audit Follow</u></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><u>Draft Accounts</u></p> <p>MP advised the draft accounts will be available for the next meeting</p>	
12.	<p><u>Pensions Report</u></p> <p>JF provided a short update on NYFRS's position</p> <p>No questions raised</p>	
13.	<p><u>IAC Forward Planner</u></p>	

No.	Discussion	Outcome / Decision
	Noted	
14.	<u>AOB</u>	
15.	<u>Dates of future meetings</u> 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. BH has initiated a request to members to consider training needs and advice from MP on what might be appropriate.	AA	23.09.2020	15.12.2020 November 2021	Pending
11	To discuss the findings of the Procurement Audit in detail prior to the next audit meeting. Full Procurment Audit report reviewed and discussed at July meeting	BH/SC	16.03.2021	22.06.21	Closed

The next meeting of the IAC will take place at 10:30 on 14th December 2021 - TBC remotely via Microsoft Teams.