

North Yorkshire Police
Record of Meeting



Meeting: Joint Independent Audit Committee
Time and date: 13:00 27th January 2022
Location: Teams meeting
Chair: Stuart Green

Attendees:

Name	Role
Heather Cook	Member
Helen Fowler	Member
Joanne Gleeson	Member
Roman Pronyszyn	Member – Vice Chair
Max Thomas	Member
Mabs Hussain	Deputy Chief Constable
Ray Ward	Managing Director enableNY
Michael Porter	PFCC's Chief Finance Officer
Donald Stone	Risk & Assurance Manager
Gavin Barker	Mazars
Abi Medic	Mazars
Philip Church	Internal Audit (RSM)
CLlr Carl Les	Member of the Public
Shain Yapp	Personal Assistant to the Chief Officer Team

Apologies:

Name	Role
Michael Clements	Head of Finance & Section 151 Officer
Lisa Winward	Chief Constable

Items and Decisions:

No.	Discussion	Outcome / Decision
592	<p><u>Attendance, Apologies and Welcome</u> Apologies were recorded</p>	
593	<p><u>Declaration of Interest</u> MT tabled his declaration of Interest. RP declared his declaration of interest for the records</p>	
594	<p><u>Minutes of previous meeting</u> The minutes were approved for publication. 1. Dates to be amended of future meetings</p>	
	<p><u>Introductions of new members</u> Michael Porter facilitated the opening of the meeting with introductions across the table for the benefit of the new members and member of public. MP welcomed Cllr Carl Les in his capacity as a member of public, reminding everyone that members of public may join a meeting but cannot ask questions. MP also advised that the Private items would be moved to the end of the meeting to be discussed in a closed session.</p> <p>The Chair requested that the members are provide with a rational as to why agenda items are marked as 'Private' and are required to be discussed in the closed session? Suggesting that he would like to see majority of the items to be open and transparent. DS agreed to look at this and provide the rational to the members.</p>	Action 33
595	<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>	
596	<p><u>Internal Audit Reports and Plan Progress</u> For discussion: Members are asked to review the reports and sector briefing and provide feedback and observations to support further assurance and next steps.</p> <ul style="list-style-type: none"> • Progress Paper HF raised the point of the delays identified in the report and were there any concerns of delivery within current timeframes? PC said he was confident that delivery would on time. SG asked if undue presser to undertake consultancy work to develop the plan was brought on by management, PC advised they don't drop or replace audits without sharing this with the members of Audit Committee, this to gain approval and to ensure all changes are open and transparent. • Freedom of Information Requests RP questioned that at the previous review in 2018 it was recommended that additional resources were put in place to meet the 20-day turnarounds, these resources have now been scaled back, leaving NYP in the same situation as before. What has been considered? DCC Hussain advised that temporary staffing is again being utilised now, but as soon as budgets are finalised permanent staff will be recruited into the department. 	

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	<p>JG asked for clarity on the length of date on a 'Priority High' Management Action 7. DS to pick up outside of this meeting with the members. HF has also queried the length of dates on past actions and asked to be provide an update that ties in with the query above.</p> <p>DCC Hussain advised he would be happy to provide an update after he has Chaired his first Information Assurance Board.</p> <p>RP referred to Management Action 2 & 3 about email responses from Police Lawyer and would like to see how this is addressed in the Follow Up Report.</p> <p>Action plan to be shared by DCC Hussain with the members at or before the next meeting.</p> <ul style="list-style-type: none"> • CIPFA Code of Practice <p>JG asked if in the future could the financial documents come to the Audit Committee to be reviewed on an annual basis? MP agreed that the papers can be shared going forwards and a summary would be available annually, highlighting any significant changes.</p> <ul style="list-style-type: none"> • Sector Briefing <p>For members information</p>	<p>Action 34</p> <p>Action 35</p> <p>To note: Cllr C Les left the meeting</p>
597	<p><u>External Audit</u></p> <ul style="list-style-type: none"> • Audit Progress Report <p>GB provided an update on their Financial Reporting situation. Advising they would be presenting the Audit Completion Reports in the March meeting.</p>	
598	<p><u>Audit Recommendations Tracker</u></p> <p>No questions raised.</p>	
599	<p><u>HMICFRS Reports & Recommendations Tracker</u></p> <p>JG praised the force for taking forwards the national and thematic reports; saying that there is good evidence, that provides signs of good practice on how recommendations are integrated swiftly. JG and the Chair have offered management their help needed. DCC thanked the members for their offer and would appreciate their independent scrutiny going forward.</p> <p>Stuart please can you expand on your support? Jo wanted this to be noted for the record and I'm unsure how to phrase this.</p>	
600	<p><u>Risk Register and Business Continuity Overview</u></p> <p>It was agreed to add the Business Continuity overview as an annual event to the forward planner.</p> <p>Members requested that the Risk Management policy be shared with Members prior to the next meeting.</p>	<p>Action 36</p>
601	<p><u>Civil Claims Detailed Analysis Overview</u></p> <p>RP would value an explanation on the significant higher numbers of claims in one of the quarters. The Chair suggested an annual comparable report would be valuable, so that the members can see how NYP compares against other forces.</p>	<p>Action 37</p>
602	<p><u>Information Assurance Report</u></p>	<p>Action 38</p>

No.	Discussion	Outcome / Decision
	DS to provide assurance on the levels of training completed and how management sanction noncompliance, as this could be a serious issue if individuals have not completed their mandatory Ncalt training.	
603	<p><u>Final Accounts and Annual Governance Statement</u></p> <ul style="list-style-type: none"> • Final Accounts <p>Update provided by Michael</p> <ul style="list-style-type: none"> • Draft AGS <p>It was requested that a meetings structure chart be added to future AGS.</p>	Action 39
604	<p><u>JAC Annual Report</u></p> <p>MP to draft the report on behalf of the members, this will be shared at the September meeting for comments.</p>	
605	<p><u>JAC Forward Planner</u></p> <p>Noted</p>	
606	<p><u>Terms of Reference</u></p> <p>MP advised he would be drafting the TORs and these would be brought to the September meeting for the members perusal.</p>	
607	<p><u>AOB</u></p>	
608	<p><u>Date of future meeting</u></p> <p>21st June 2022 20th September 2022 13th December 2022 21st March 2023 20th June 2023</p>	
609	<p>The next meeting of the JAC will take place on Tuesday 15th March 2022 at 15.00 hrs via Teams or would you prefer this to become a f2f meeting again?</p>	

Actions Agreed:

No.	Action / Update	Owner	Date Issued	Date Closed
31	June, members only pre meet to include RSM & Mazars 13:30 14:00	SY	16.03.2021	16.03.2021 Closed
32	MW will be invited to the March 2022 meeting due to being unavailable for the December meeting	SY	16.03.2021	Closed
33	Private Items: DS to link in directly with the Chair to provide clarity on the force's rational and for transparency, why items are marked as 'private' and why they should be considered as such.	DS/ SG	27.01.2022	
34	JG queried the length of the date on management action 7. DS to respond directly.	DS	27.01.2022	
35	Information Assurance: IA Action plan to be shared by DCC Hussain with the members	DCC MH	27.01.2022	
36	Risk: DS to share the Risk Policy with the Members prior to the next meeting	DS	27.01.2022	
37	Civil Claims: MP to provide a breakdown on the significant higher numbers of claims in one quarter. The Chair requested a comparable report against other forces which will be provided annually. DS to add to the forward planner.	MP/ DS	27.01.2022	
38	Information Assurance: DS to provide assurance on levels of training carried out and how management sanctions are issued for noncompliance	DS	27.01.2022	
39	AGS: DS to add a meetings structure diagram to future AGS.	DS	27.01.2022	