

North Yorkshire Police
Record of Meeting



Meeting: Joint Independent Audit Committee
Time and date: 15:00 29th November 2022
Location: Teams Meeting
Chair: Stuart Green

Attendees:

Name	Role
Lisa Winward	Chief Constable
Roman Pronyszyn	Member – Vice Chair
Michael Porter	PFCC's Chief Finance Officer 151
Mike Clements	Head of Finance
Donald Stone	Risk Manager
Rajan Thakar	Internal Audit (RSM)
Abi Medic	Mazars
Simon Dennis	Chief Executive & Monitoring Officer
Caroline Blackburn	Governance & Assurance Lead
Dan Harrison	Internal Audit (RSM)
Clare Godfry	NYFRS Finance Manager
Jo Gleeson	Member
Heather Cook	Member
Fiona Willey	Superintendent
Shain Yapp	Personal Assistant to the Chief Officer Team

Apologies:

Name	Role
Rena Brown	Managing Director (enableNY)

Items and Decisions:

No.	Discussion	Outcome / Decision
662	<p><u>Attendance, Apologies and Welcome</u> Apologies were recorded.</p>	
663	<p><u>Declaration of Interest</u> RP declared his declaration of interest for the records. Roman Pronyszyn declared an interest as a Parish Councillor in an area covered by North Yorkshire Police and Fire services. JG declared her declaration of Interest for the records. JG is currently working for a primary school multi academy trust based in North Yorkshire. She has no authority to procure services without following financial regulations which includes transparent public procurement processes. The contract is due to expire on the 31.12.22.</p>	
664	<p><u>Minutes of previous meeting</u> The minutes were approved for publication.</p>	
665	<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> <p>A comprehensive breakdown of the Property and Exhibits report was shared, providing the members substantial assurance.</p> <p>Members congratulated the force having implemented the system.</p> <p>The Chief invited members to visit the Exhibits and Property stores and to see how the Niche system works.</p> <p>Chair asked for FW to provide an update in the short to medium term to establish how behavioural issues are embedded and the compliance issues are coming through.</p> <p>Site Visits for the members to be organised.</p>	<p>Action 51</p>
666	<p><u>Internal Audit</u></p> <ul style="list-style-type: none"> • Progress Report Progress made is in line with previous reports and plans. • Follow up of previous IA Management actions Collaboration report have been asked to be pushed back to quarter 4. • HR – restrictive duties Members praised the HR function on what was recorded on the on the report. The Chief thanked the members and said she would pass on the comments. 	

No.	Discussion	Outcome / Decision
	<ul style="list-style-type: none"> • Payroll <p>RT provided an update to the committee. Some concerns raised in the report were clarified. Action was agreed with management that this will be carried out by April 2023.</p> <p>RP questioned on why the weaknesses and why non-compliance happened. RT responded a lot of the actions related to weakness in controls, gaps in controls and processes. These issues are being addressed.</p> <p>DH informed members a follow up review is pencilled in for the w/c 9th Jan. However, it was agreed to offer a follow up in line with the capacity review in March 2023 and no later.</p> <p>Chair requested DH to confirm with Management a date for the follow up and and then an update be brought back to this meeting by June 2023.</p>	Action 52
667	<p><u>External Audit</u></p> <p>The Chair requested that the committees' thanks be noted. Thanks to Management, Mazars and the finance Team for the successful completion of the audits.</p> <p>GB thanked everyone for their assistance to reach this point.</p> <p>MC asked for it to be noted that the letters GB has requested have been modified today and will be completed for tomorrow.</p> <p>MP has shared his concerns that the level of work has been challenging and elongated. The finance team have been working weekends and evenings to deliver within the statutory timeframes.</p> <p>MC, GB and MP are to meet to put together a plan for next year.</p>	
668	<p><u>Audit Recommendations Tracker</u></p> <p>No questions raised</p>	
669	<p><u>JIAC Forward Planner</u></p> <p>No questions raised</p> <p>Chair suggested DS was to liaise with the members to work with the forward planner and see which areas members would like to take further interest in.</p> <p>RP would like to visit the seized property area</p>	53
670	<p><u>Final Statement of Account 2021/22</u></p> <p>MP updated the members, sharing concern on the amount of stress to which colleagues have been subject. Next year's dates, will be more challenging and how this would be managed appropriately needs to be explored.</p> <p>Accounts are well prepared and presented, but the process has been challenging.</p> <p>Chair agreed that a plan needs to be in place for next year that has been agreed</p>	

No.	Discussion	Outcome / Decision
	<p>in advance by Mazars and management.</p> <p>MC advised that draft account was ready by the end of July per requirement however, the demands on the staff due to the timescale allocated caused undue workloads and pressures.</p>	
671	<p>AGS DS provided overview of changes in the revised draft.</p> <p>SD provided update on monitoring officer protocol. Adjustments of the formal role profile for SDs position has been completed. Ongoing, for the future a governance mechanism is being designed with a view to transition towards a different governance structure if supported by public and ministers.</p> <p>HMICFRS Reports & Recommendations Tracker No questions raised</p> <p>LW shared that some of the issues raised in the hot debrief have already been addressed prior to the report being published. Thanking the members for their offer of support.</p> <p>LW asked DS to produce a timetable of the members visits 'open Visits' as this would be very much appreciated.</p>	
672	<p><u>HMICFRS Reports & Recommendations Tracker</u> No questions raised</p> <p>LW shared that some of the issues raised in the hot debrief have already been addressed prior to the report being published. Thanking the members for their offer of support.</p> <p>LW asked DS to produce a timetable of the members visits 'open Visits' as this would be very much appreciated.</p>	
673	<p><u>Risk Register and Business Continuity Overview</u> No questions raised</p> <p>SD asked for the wording to be clarified on risk 8586</p>	54
674	<p><u>Civil Claims Overview</u> MP opened for questions. A member asked why assaults 'defamation' false Imprisonment was showing increased numbers. MP to seek clarity and provide a response to the members.</p>	
675	<p>AOB No issues raised.</p>	

No.	Discussion	Outcome / Decision
676	Date of future meeting 21 st March 2023 – Hybrid or in person to be decided 20 th June 2023	
677	The next meeting of the JIAC will take place on Tuesday 21 st March 2023 at 15.00 hrs	

Actions Agreed:

No.	Action / Update	Owner	Date Issued	Date Closed
46	JIAC Forward Planner MP requested a half hour slot with the committee at the end of July to consider the Draft Accounts prior to them being submitted to the External audit.	SY/Chair	21.06.22 Closed	20.09.22
47	Internal Audit Report Cyber Security: GM to be invited to the September pre meet to provide specialist clarification on the recommendations reported by RSM. Chair advised that member received a comprehensive overview from GM at the September pre-meet.	SY/GM	21.06.22 Closed	20.09.22
48	Civil Claims Member asked assaults deformation false Imprisonment. Showing increased numbers. MP to seek clarity and provide a response to the members. Response to be shared directly to the members due to the sensitivity.	MP	04.10.22	29.11.22
49	AGS Area of development carried forward from 2021 /2022 could benefit from an explanation. DS has agreed to check with SD and report back to the committee.	DS	04.10.22	29/11/22
50	JIAC Forward Planner Member asked why the annual report was on the forward planner twice? It was requested that the March item stay on.	DS	04.10.22	
51	Matters Arising: Seized Exhibits Internal Audit Report: Supt Willey to provide an update in the short to medium term. Confirming behavioural issues are embedded and the compliance issues are coming through. To be added to the forward planner	FW DS	29.11.22	

No.	Action / Update	Owner	Date Issued	Date Closed
52	<p><u>Internal Audit</u> Payroll: Proceed with follow up plan in Jan / March. Returning to JIAC in June to provide assurance to the committee.</p>	DH	29.11.22	
53	<p><u>JIAC Forward Planner</u> DS to liaise with members to work with the forward planner and see which areas members would like to take further interest in. Site Visit to be organised in 2023</p>	DS	29.11.22	
54	<p><u>Risk Register and Business Continuity Overview</u> DS to amend the wording on risk 8586 to reduce risk of misinterpretation.</p>	DS	29.11.22	