

NORTH YORKSHIRE POLICE, FIRE AND CRIME COMMISSIONER

NORTH YORKSHIRE FIRE AND RESCUE SERVICE

Independent Audit Committee

Meeting: Independent Audit Committee
Time and date: Thursday 30th November 2023
Location: Haigh, Alverton Court & Via Microsoft Teams
Chair: Roman Pronyszyn (Deputy Chair)

Attendees:

Name	Role
Mat Walker (MW)	Deputy Chief Fire Officer
Heather Cook (HC)	Member
Michael Porter (MP)	PFCC's Chief Finance Officer 151
Phil Church (PC)	RSM
Damian Henderson (DH)	Area Manager – Director of Service improvement and Assurance
Donald Stone (DS)	Risk and Planning Manager
Fiona Kinnear (FK)	OPFCC - Fire Rescue Authority manager
Stuart Green (SG)	Member
Gavin Barker (GB)	Mazars
Abi Medic (AM)	Mazars
Lucy Partridge	DPO
Shain Yapp (SY)	Personal Assistant, Executive Support for the Chief Officer Team

Apologies

Name	Role
Rebecca Barren (RB)	Head of BDA
Jo Gleeson (JG)	Chair
Claire Godfrey (CG)	Head of Finance
Simon Dennis (SD)	Chief Executive Officer/Monitoring Officer, OPFCC
Lisa Stitt (LS)	Assistant Chief Officer
Chris Rowlands (CR)	Member
Naomi Mackenzie (NM)	Data Protection Officer

Items and Decisions:

No.	Discussion	Outcome / Decision
1.	Attendance and Apologies Apologies noted.	
2.	Declaration of Interest RP Pronszyn declared an interest as a Parish Councillor in an area covered by North Yorkshire Police and Fire services,	For information
3.	Minutes and Actions of the previous meeting The minutes of the previous meeting 20 th June 2023	
4.	External Audits: A brief overview was provided on the Completion Report 2022-23 was presented to the committee. AM and GB provided a summary of their report. Member asked for clarification on wording that may be used on the recommendations. MP requested that thanks be extended to CG Head of Finance for co-ordinating the work of the team to deliver the accounts with the required timescales.	
5.	Forward Planner For noting	

No.	Discussion	Outcome / Decision
6.	<p>Tactical Leadership Team Update Report TLT report: MW introduced the report and shared an update with members on the risk and resource model.</p>	
7.	<p>Risk Management: DS provided a summary of the reporting period. Member questioned how the risk was measured by the leadership. DS provided detail of the process.</p>	
8.	<p>Information Governance Members thanked LP for a very comprehensive report.</p>	
9.	<p>Performance: No questions raised.</p>	
10.	<p>Health and Safety Report: DH advised the members that the Health and Safety meeting was yesterday, so the statistics are current and are not causing any concerns.</p>	
11.	<p>Final Annual Governance Statement MP shared that he had captured the changes suggested since the draft was circulated. Members approved the report.</p>	
12.	<p>RSM PC provided an overview of the report. No questions raised.</p> <p>Progress paper Noted</p> <p>Follow up. No questions raised.</p>	
13.	<p>Final Accounts MP advised that minor changes have been made to the accounts, some of those clearly outside of our control. MP provided assurance to the members that a good set of accounts for audit had been produced and the changes requested have been made, therefore they have been reflected in the accounts, we taken some learnings from the process. MP and the Chair both extended their thanks to CG who does the vast majority of the work in relation to the accounts and produces an excellent product from the authority's perspective. The legislation sets out that the 2024 financial year will be extended to the 6th of May, therefore we will need to produce our final set of accounts as a standalone fire authority to the 6th of May and therefore there will be subsequent increases in the reporting time lines that we would usually adhere to.</p>	

No.	Discussion	Outcome / Decision
14.	<u>Dates of future meetings</u> 19th March 2024 18 th June 2024	
15.	AOB	

Actions Agreed:

No.	Action / Update	Owner	Date Issued	Due Date	Date Closed
32	Devolution updates: SD asked if a paper on devolution could be added to the forward planner, however dates cannot be secured at this point. MP advised that the next meetings are in November and March, therefore the alternative option is to discuss outside the meeting to understand where the IAC fit in the new process. Members agreed to another meeting. SD to provide an update. 30.11.2023 Date to be secured prior to next meeting	SD	Open date Preferably prior to March or this may happen outside the meeting.	Prior to next Meeting	
33	External Audits: Chair requested on consistency to the use of words between service and authority and to check the report for spelling errors before publication. Closed	AM	19.09.2023	30.11.2023	30.11.2023 Closed
34	External Audits: AM provided a short summary of the reports. It was requested by the Chair that due to receiving late papers, any questions raised by members needed to be sent to SY to collate and send on to Mazars for response. No questions raised	AM	19.09.2023	30.11.2023	30.11.2023 Closed
	External Audits: AM opened for questions. Member questioned about PFA finding was keen to understand this out of the meeting. AM to prepare a paper and send to members.	AM	19.09.2023	30.11.2023	30.11.2023 Closed

No.	Action / Update	Owner	Date Issued	Due Date	Date Closed
	No paper to circulate				
35	Devolution updates: SD asked if a paper on devolution could be added to the forward planner, however dates cannot be secured at this point. MP advised that the next meetings are in November and March, therefore the alternative option is to discuss outside the meeting to understand where the IAC fit in the new process. Members agreed to another meeting. Date to be arranged prior to next meeting	SD	Open date Preferably prior to March or this may happen outside the meeting.	Prior to next Meeting	
36	Risk Management: DS introduced the report to members, providing commentary from the Risk and Assurance Board. DS to send out papers to CR via SY 30.11.2023 – Closed	DS	19.09.2023	30.11.2023	30.11.2023 Closed
37	HMICFRS: DH to send a copy of the formal feedback to the Chair when received. 30.11.2023 – Closed.	DH	19.09.2023	30.11.2023	30.11.2023 Closed
38	Annual Accounts: Chair reminded the committee that she will link in with MP and discuss the accounts when complete, this will be before the November meeting. 30.11.2023 to be discussed as agenda item.	Chair	19.09.2023	30.11.2023	30.11.2023 Closed

The next meeting of the IAC will take place at 11:00 on 19th March 2024 as a hybrid meeting hosted both at HQ and via Teams