

**North Yorkshire Police**  
**Joint Independent Audit Committee**  
**(JIAC)**  
**Thursday 19<sup>th</sup> June 2025**  
**DRAFT Summary Minutes**



**Meeting:** Joint Independent Audit Committee  
**Date and Time:** Thursday 19<sup>th</sup> June 2025, 15:00 – 17:00hrs  
**Location:** Haigh Conference Room, Alverton Court Police Headquarters and via Teams  
**Chair:** Dr Stuart Green

**Attendees:**

Name		Role
Dr Stuart Green	(SG)	Committee Member & Chair
Heather Cook	(HC)	Committee Member
Roman Pronyszyn	(RP)	Committee Member & Vice Chair
Michael Porter	(MP)	YNYCA OPFCC Assistant Director of Resources (Deputy s73 Officer)
Paul Clark	(PC)	YNYCA Governance & Assurance Manager
Tim Forber	(TF)	NYP Chief Constable
Catherine Clarke	(CC)	NYP Assistant Chief Constable for Local Policing & Safeguarding
Lisa Stitt	(LS)	NYP Assistant Chief Officer
Louise Branford-White	(LB-W)	NYP Chief Finance Officer
Louise Flight	(LF)	NYP Risk Manager
Gillian Havelock	(GH)	NYP Strategy and Governance Lead
Shona Powell	(SP)	NYP Deputy Data Protection Officer
Caroline Williams	(CW)	NYP Civil Disclosure Team Leader
Sophie Hirst	(SH)	Forvis Mazars LLP Audit Manager
Mark Outerside	(MO)	Forvis Mazars LLP Engagement Lead
Dan Harris	(DH)	RSM Risk Assurance Services Associate Director
Matt Stacey	(MS)	RSM Risk Assurance Services Managing Consultant
Richard Malanaphy		Member (pending vetting)
Ian McClelland	(IM)	NYP Governance Support Officer

**Apologies:**

Name	Role
Peter Topping	Member (pending vetting)

**Items and Decisions:**

No.	Discussion	Outcome / Decision
846	<b>Attendance and Apologies.</b> Attendance and apologies are noted above.	

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847	<b>Declaration of Interest.</b> There were no declarations of interest.	
848	<b>Minutes and Actions of Previous Meetings.</b> The Minutes of the meeting held on 20.03.25 were reviewed. There were no comments or amendments and the Minutes were recorded as accurate and were proposed for approval by SG. Approval seconded by HC.	Approved
849	<p><b>Matters Arising.</b></p> <p><b>Open Action #68. Chief Constable's Detective Numbers Presentation.</b> Update from IM noted that vetting continues to be processed, the presentation is therefore still not able to be shared.</p> <p><b>Open Action #73. Audit Completion Report.</b> Full update was proved as part of the Finance &amp; Accounts agenda item at this meeting.</p> <p><b>Open Action #74. Collaborations – Final Report.</b> Update provided by MS. Analysis of the two reports was carried out which focussed on the governance arrangements, changes to collaborative agreements and any under-performance as well as the findings and actions. Whilst the reports were similar, assurance was provided that no single action had been unmonitored or re-raised. GH added that there is now a Collaborations Assurance Board within the NYP governance structure which has grip and oversight of all collaborations.</p> <p><b>Open Action #75. HMICFRS Internal Audit Live Actions.</b> Full update was proved as part of the Finance &amp; Accounts agenda item at this meeting.</p> <p><b>Open Action #76. Force Management Statement (FMS).</b> GH and TF provided an overview of the annual comprehensive FMS which sets out the current and future demand for NYP as well as risks and challenges. Capacity and capability of some of the broad policing domains were explained. The FMS is the guiding light to achieving savings and supporting growth, informs strategic planning process and by extension the budgeting process. It underpins the budget submission to the Mayor for setting the precept. The FMS is now in the public domain and a link will be circulated to Members. Such is the strategic importance of the FMS, all business cases submitted through governance must show alignment to an aspect of the FMS.</p>	<p>Remains open</p> <p>Close</p> <p>Close</p> <p>Close</p> <p>Action #77</p> <p>Close</p>
850	<p><b>Internal Audit Reports and Plan Progress.</b> All audits and reports were presented by DH and MS, questions and challenges were fully addressed. SG noted the continued excellent standard of Internal Audit reports.</p> <p>a. <b>Key Financial Controls – Purchase Cards – Final Report.</b> Audit reviewed the policies, processes and data analytics as well as credit limits, training, security and sample work of transactions. A positive '<i>Reasonable Assurance</i>' opinion was awarded. Noted that within NYP there are only 55 purchase cards which are used for specific emergency purchases within such areas as covert services and chief officer's travel.</p>	

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	<p>The cards are issued through a well-controlled processes and issued for necessity, not convenience. There are no causes for concern. Layers of internal audit will be included in the refreshed Devolved Resource Manual. The audit was approved.</p> <p>b. <b>Annual Head of Internal Audit Opinion.</b> RSM are satisfied that enough evidence has been collected via the ten audits conducted through the financial year (FY) to provide an overall positive opinion. Detailed further recommendations were provided and discussed. DH noted that the content of the AGS presented at this meeting is transparent and reflects the opinion outcomes. Assurance was provided that all audits were compliant with the Internal Audits Standards. The audit was approved.</p> <p>c. <b>Cyber Risk Management – Final Report.</b> Confidential item reported on under item 863 below.</p> <p>d. <b>Emergency Services News Briefing May 2025.</b> Noted that the News Briefings are compiled and published quarterly and contain relevant details regarding new regulations, legislations and reports that have recently been published and which are hopefully a useful document for officers to refer to.</p>	<p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Noted</b></p>
851	<b>Audit Recommendations Tracker Live Internal Audit Actions.</b> A full update was provided as part of the Finance & Accounts agenda item and is reported at item 855 below.	
852	<p><b>Civil Claims Overview for the Period 01.01.25 – 31.03.25.</b> MP provided an update on the information compiled from the last quarter by the Legal Team. Following scrutiny, the data revealed no significant trends that required attention. This is a very similar position to previous quarterly reports. Assurance was provided that anticipated future increased costs have been catered for and the governance for the claims information is routed via the bi-monthly Risk, Assurance and Improvements Board prior to presenting at this meeting. NYP remains well sighted and provisioned in this vital area. To gain a deeper understanding of this area and allow for any additional scrutiny Members may wish to bring, MP has invited a member from the Legal Team to be present at future meetings to directly respond to any questions or issues raised.</p> <p>MP provided greater clarity on the three Employers Liability cases noted within the report in order to understand why employees are rising claims against the organisation. Of the three, one officer was injured by a police dog and two officers were injured as a result of personal protection training accidents. Having undergone the training, CC was able to comment first-hand on the quality of the refreshed, robust and realistic scenarios that officers are trained on, all compliant to the guidelines laid out by the College of Policing. Despite the controls in place, hard training will result in injuries.</p> <p>The excellent quality of the data presented was noted and civil claims remains an exceptionally well managed area with NYP. The report was approved.</p>	<b>Approved</b>
853	<b>HMICFRS Reports / Overview.</b> GH provided an update on the report that covers a total of 67 risks and AFIs on the register. Just 21 of the 67 risks are specific to NYP, the remainder from national policing thematics. Governance of the risks and AFIs is robust	

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	<p>and include scrutiny at individual Chief Officer Portfolio Assurance Boards and through escalation to Risk, Assurance and Improvements Board which is chaired by the DCC. The lengthy list of known inspections expected over the next few years was reviewed. Within the previous few days, the HMIC inspection had begun.</p> <p>Areas requiring improvement are well known and tracked. The organisation's willingness and openness to direct internal audit to those known areas should prevent HMIC discovering areas of weakness not already known about. The report was approved.</p>	Approved
854	<p><b>Principle Risk Register (PRR) and Business Continuity (BC) Overview.</b> LF provided an update on the developments of the PRR and BC activity, both of which are robustly scrutinised at the monthly Portfolio Assurance Boards and bi-monthly Risk, Assurance and Improvements Board. Improvements were noted against all three of the risks currently held on the PRR. At the request of this Committee, a more in-depth breakdown of BC incidents was provided. Positive progress was noted against the Priority 1 incident which had occurred in Oct 24.</p> <p>Members noted that previous ICT outages resulting in required BC have been resolved. Assurance was provided that there are now a plethora of internal controls within NYP to ensure IT is as secure as possible, but noting that it will forever be a risk. Future robust and realistic BC exercises are planned to test the organisation's readiness for a catastrophic power outage and cyber-attack. The report was approved.</p>	Approved
855	<p><b>Finance and Accounts, Medium Term Financial Plan to 28/29.</b> LB-W and MP provided detailed updates against each item, responding to scrutiny and challenge.</p> <p>a. <b>Chief Constable's DRAFT Accounts.</b> The accounts have been completed. Subject to final amendment, the accounts will be published alongside the AGS into the public domain by the statutory deadline of 30.06.25 and will be presented in full to this committee at the scheduled Sept 25 meeting. The 'disclaimed opinion' was provided against the FY23/24 accounts due to not having enough time to fully audit the debtors, creditors and cash position to accurately balance the accounts against the shortened national deadline of 28.02.25. Assurance was provided that the work has been completed.</p> <p>b. <b>Processes of Internal Controls for Internal Audit Actions.</b> In connection with Item 851, an update was provided noting the robustness and managerial oversight of internal audit control now in place following the <i>minimal assurance</i> opinion previously given by Internal Auditors. Progress against actions is scrutinised through the governance structure. A flexible auditing plan is in place to react to emerging threats. Action owners are firmly held to account against realistic deadlines. Progress against actions continues at pace. Transparency remains key; one area that is central to internal audit is the Devolved Resource Manual. The complexity of this important manual has resulted in its re-publishing being delayed and missing the set deadline; but</p>	

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	<p>it must be got right. Any changes to deadlines are only approved via the Risk, Assurance and Improvements Board.</p> <p>c. <b>Summary.</b> Members agreed that there is clearly a higher level of improved oversight and transparency within the organisation with significant grip now on internal controls. Care is needed to ensure realistic and achievable deadlines are set from the outset. The reports were approved.</p>	<b>Approved</b>
856	<p><b>External Audits - Audit Progress Report.</b> SH and MO introduced themselves as the new auditing team for both the NYP Chief Constable and MCA accounts. Noted that the Chief Constables audit for FY24/25 has yet to commence due to having to wait for further guidance on what the rebuilding assurance will entail. This guidance, known as a Local Audit Reset and Recovery Implementation, is expected in July.</p>	<b>Noted</b>
857	<p><b>Information Assurance Report – Performance Indicator In Fulfilling Statutory Information Requests.</b> CW and SP presented an overview of the relevant performance indicators and NYP's compliance with statutory timescales for the period 01.03.25 – 30.04.25.</p> <p>Responding to FOIs within the statutory timeframe has achieved 82% compliance. There does still remain a large backlog of SARs, compliance levels are at 59% against an ICO expectation of achieving 90% compliance. To increase compliance, a business case to increase staffing is being submitted. Additionally, a request submitted to the Innovation Board to seek digital assistance with streamlining repetitious processes has been accepted and work has already commenced to implement digital enhancements. In general, all areas of information assurance and responding to requests continues to grow in demand.</p> <p>Members noted that some of the cases are upwards of 3 years old. Assurance was provided that cases are prioritised and risks mitigated. The additional resource and digital assistance should see a reduction of the long-term, complicated, cases.</p> <p>Consideration will be given to including the monitoring of ICO recommendations alongside the HMIC and internal audit monitoring process. The report was approved.</p>	<b>Approved</b>
858	<p><b>Annual Governance Statement (AGS) 23/24 – Progress on Areas For Development.</b> LF provided an update on the progress made on the noted areas for development captured within the FY23/24 AGS. Of the three actions, one was achieved and closed, one was carried forward to FY25/26 for finalisation and the final action will be transferred to the MCA AGS. The report was approved.</p>	<b>Approved</b>
859	<p><b>DRAFT AGS FY24-25.</b> LF provided the update on the DRAFT AGS which will be published on 30.06.25 alongside the final accounts. Noted that the AGS format has undergone a significant review to closer align the report to the seven principles of good governance as identified in the CIPFA Guide. It is, therefore, a much longer AGS than previous, but does provide clarity, context and quality information which essentially tells the story of the steps taken through the FY of the governance reviews and scrutiny. The report was approved.</p>	<b>Approved</b>

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860	<p><b>Forward Planner.</b> LF presented the Forward Planner. There were no comments or amendments raised.</p> <p>An invitation was extended for Members to attend a future NYP cyber security training exercise. The Chief Officer Team have previously found these exercises to be very informative and worthwhile. LF will coordinate with Members.</p>	
861	<b>Next Meeting.</b> Tuesday 23 <sup>rd</sup> September 2025 at 10:00. Hybrid attendance.	
862	<b>Proposed Dates of Future Meetings.</b> Thursday 4 <sup>th</sup> December 2025 at 15:00.	
863	<p><b>Closed Item.</b></p> <p>a. <b>Cyber Risk Management – Final Report.</b> MS provided an update. The audit was provided with a positive '<i>reasonable assurance</i>' opinion. The audit was approved.</p>	<b>Approved</b>

**Actions Agreed:**

No.	Action / Update	Owner	Date Issued	Date Closed
68	<p><b>Chief Constable's Detective Numbers Presentation.</b></p> <p>Chair directed that the presentation provided previously by the Chief Constable is to be forward to PB and PT, subject to satisfactory clearance of vetting requirements.</p>	IM	19.09.24	
73	<p><b>Audit Completion Report.</b></p> <p>MP provided an update on process following the Disclaimed opinion.</p>	MP	24.02.25	19.06.25
74	<p><b>Collaborations – Final Report.</b></p> <p>DH and MS provided clarity and assurance on the two Collaboration audits.</p>	DH	20.03.25	19.06.25
75	<p><b>HMICFRS Internal Audit Live Actions.</b></p> <p>GH noted that the live actions had been annotated as low, medium and high as requested.</p>	TC	20.03.25	19.06.25
76	<p><b>Force Management Statement (FMS).</b></p> <p>GH and TF provided a high-level summary of the FMS.</p>	GH	20.03.25	19.06.25
77	<p><b>Force Management Statement (FMS).</b></p> <p>The FMS is in the public domain and a link is to be circulated to Members.</p>	IM	19.06.25	