

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 June 2022, 10:30 - 12:30
Location: Via Microsoft Teams
Chair: Jo Gleeson (JG)

Attendees:

Name	Role
Simon Dennis (SD)	Chief Executive Officer/Monitoring Officer, OPFCC
James Manning (JM)	T / Area Manager
Mat Walker (MW)	T/ Deputy Chief Fire Officer
Michael Porter (MP)	PFCC's Chief Finance Officer 151
Rena Brown (RB)	Head of Business Design and Assurance
Becky Horrocks (BH)	Independent Member
Roman Pronyszyn (RP)	Independent Member
Andrew McHutchon (AM)	Independent Member
David O'Brien (DO)	Independent Member
Stuart Cutts (SC)	Veritau
Abi Medic (AM)	Mazars
Shain Yapp (SY)	Personal Assistant Executive Support for the Chief Officer Team
Philip Church (PC)	RSM

Apologies:

Name	Role
Ray Ward	enableNY Managing Director
Stuart Green (SG)	Independent Member

Items and Decisions:

No.	Discussion	Outcome / Decision
1.	Attendance and Apologies It was noted a quorum of the Committee was present.	Noted
2.	Declaration of Interest RP declared his declaration of interest for the records.	For information
3.	Minutes of the previous meeting The minutes of the previous meeting 15 th March 2022 were approved.	
4.	Actions of the previous meeting Noted.	
5.	<p>Internal Audit progress Report(s) Veritau Final reports for June Audit Committee</p> <ul style="list-style-type: none"> • Head of Internal Audit report 2122 final - for Audit Committee <p>No questions raised.</p> <ul style="list-style-type: none"> • Risk Management <p>Follow up of previous findings North Yorkshire Fire & Rescue Service Memorandum May 2022</p> <p>No questions raised.</p> <ul style="list-style-type: none"> • Health and Safety <p>North Yorkshire Fire and Rescue Service Internal Audit Report 2021/22</p> <p>No questions raised</p> <ul style="list-style-type: none"> • ICT Asset Management 	

No.	Discussion	Outcome / Decision
	<p>It was agreed that the Head of finance will provide an update at the September meeting on the procurement processes being considered going forwards.</p> <p>The Chair thanked Stuart and his Team for the hard work and professionalism shown by the Veritau team.</p>	
6.	<p>Corporate Governance Framework</p> <p>No questions were raised.</p> <p>The members approved the minor changes made to the framework.</p>	
7.	<p>External Audit Report</p> <ul style="list-style-type: none"> • External Audit Progress report <p>AM to provide an update on the timescales for when the Audit Opinion will be signed.</p> <ul style="list-style-type: none"> • Audit Strategy Memorandum for 21/22 <p>No questions raised</p>	
8.	<p>Previous Annual Governance Statement</p> <p>MP advised that when he processes 21/22 Annual Governance Statement, he will pick up all the actions that have not been addressed in procurement.</p>	
9.	<p>Forward Planner</p> <p>Member requested that the forward planner be set out like the NYP one.</p>	
10.	<p>Tactical Leadership Team Update Report</p> <ul style="list-style-type: none"> • Performance Indicators <p>No questions raised</p> <ul style="list-style-type: none"> • Corporate Risk Management <p>No questions raised</p> <ul style="list-style-type: none"> • HMICFRS Outcome Action Plan and Progress <p>No questions raised</p> <ul style="list-style-type: none"> • Data Protection <p>A comprehensive overview of the process was provided by the DPO to the members at the pre meet.</p> <p>SD offered to provide an update to the members on HMI matters in a closed session.</p>	
11.	<p>External Auditors</p>	

No.	Discussion	Outcome / Decision
	<p>PC (RSM) introduced himself to the Committee as the new Internal Auditors for North Yorkshire Fire and Rescue Service.</p> <ul style="list-style-type: none"> • Progress Report <p>No questions raised.</p> <ul style="list-style-type: none"> • RSM's Conformance <p>No questions raised.</p> <ul style="list-style-type: none"> • Strengthening Resilience <p>It was suggested that this document be circulated widely.</p> <ul style="list-style-type: none"> • Emergency Services News briefing <p>The Chair recommended the benchmarking be captured.</p>	
12.	<p>2020/21 Audited Statement of Accounts</p> <p>MP advised that the 2020/21 Accounts are now finalised and discussed with the commissioner.</p> <p>Chair thanked all those involved.</p>	
13.	<p>2020/21 Final Annual Governance Statement</p> <p>MP updated the members that the AGS will be signed as soon as the Accounts have been.</p>	
14.	<p>2021/22 Draft Statement of Accounts</p> <p>MP to meet with the Chair prior to the next meeting to discuss the 2021/22 accounts and provide the members assurance.</p>	
15.	<p>2021/22 Draft Annual Governance Statement, which includes an update on previous actions</p> <p>No questions raised.</p>	
16.	<p>AOB</p> <p>MP and the Chair both thanked Becky for her time as a member of the Committee and will be sorry to see her go, wishing her well on her further adventures.</p>	
17.	<p><u>Dates of future meetings</u></p> <p>13th December 2022</p> <p>21st March 2023</p> <p>20th June 2023</p>	

Actions Agreed:

No.	Action / Update	Owner	Date Issued	Due Date	Date Closed
12	Payroll: SC to discuss with CG the process around overpayment (1.1) instead of recouping overpayment that additional payment is made via Bacs. It was agreed this item would be picked up between RSM and CG	SC / RSM	27.01.2022 15.03.2022 21.06.2022	15.03.2022	
13	Compliance review: BH asked RW for an update on the exact ownership and how this is being monitored. SD to provide an update after the next SLT meeting 21.06.22: SD to be invited to the September pre meet	SD SY/SD	27.01.2022 15.03.2022		
14	MP to liaise with JG before June AC to discuss the 2020/21 SOA and AGS MP and JG met 07.06.2022	MP	15.03.2022	21.06.2022	21.06.22
15	JM to brief members in 6 months' time on DP requirements and continuing issues ML (Compliance Manager & Data Protection Office) tube invited to the September pre meet. 21.06.22: Members and DPO met on 21.06.22	JM / ML	15.03.2022	20.09.2022	Closed
16	Head of finance will provide an update at the September meeting on the procurement processes being considered going forwards	Head of Finance	21.06.2022	20.09.2022	
17	Forward Planner be produced using the same template as the NYP and be issued to members with each AC meeting papers	Shain	21.06.2022	20.09.2022	
18	An update to be provided to members on the recent HMICFRS Peel inpection	SD	21.06.2022	20.09.2022	
19	Emergency Services News briefing - all benchmarking from the report be captured and used when completing any performance and change work	JM/MW	21.06.2022		
20	MP to meet with JG to discuss the 2021/22 SOA when available	MP/JG	21.06.2022	20.09.2022	

The next meeting of the IAC will take place at 10:30 on 20th September 2022 as a hybrid meeting hosted both at HQ and via Teams