

North Yorkshire Police
Joint Independent Audit Committee
(JIAC)
DRAFT Summary Minutes



Meeting: Joint Independent Audit Committee
Time and Date: 15:00 – 17:00hrs, Thursday 28th November 2024
Location: Haigh Conference Room, North Yorkshire Police Headquarters and via Teams
Chair: Roman Pronyszyn

Attendees:

Name		Role
Roman Pronyszyn	(RP)	Member & Vice Chair
Paul Gibb	(PB)	Member (pending vetting)
Peter Topping	(PT)	Member (pending vetting)
Michael Porter	(MP)	OPFCC Chief Finance Officer
Philip Church	(PC)	Internal Audit (RSM)
James Collins	(JC)	Forvis Mazars LLP Engagement Lead & Audit Director
Scott Bisset	(SB)	NYP Deputy Chief Constable
Louise Branford–White	(LB-W)	NYP Chief Finance Officer
Gillian Havelock	(GH)	NYP Governance & Assurance Lead
Louise Flight	(LF)	NYP Risk Manager
Naomi Mackenzie	(NM)	NYP Information Assurance Data Protection Officer (Compliance Team)
Ian McClelland	(IM)	NYP Governance Support Officer

Apologies:

Name		Role
Dr Stuart Green		Member & Chair
Heather Cook		Member
Simon Dennis		OPFCC Corporate Director & Deputy Monitoring Officer
Lisa Stitt		NYP Assistant Chief Officer

Items and Decisions:

No.	Discussion	Outcome / Decision
808	Attendance, Apologies and Welcome. Apologies noted.	
809	Declaration of Interest. There were no declarations of interest.	

No.	Discussion	Outcome / Decision
810	<p>Minutes of Previous Meeting. The Minutes of the meeting held on 19.09.24 were reviewed. There were no comments or amendments and the Minutes were recorded as accurate and were proposed for approval by RP. Approval seconded by MP.</p>	Approved
811	<p>Matters Arising.</p> <p>Action #64. Purchase-to-Pay. LB-W provided an update which noted that the new Procurement Act goes live with effect 15.12.24, which has delayed further action on this issue. Concurrently, the organisational ad-hoc spending has been reviewed with recommendations scheduled to be presented at the December Savings and Efficiencies Board. A streamlined process for purchase-to-pay will be in place by 31.03.25. In the longer-term, there may be ways to seek efficiencies via joined up finance and procurement systems within the Combined Authority.</p> <p>Action #68. Chief Constable’s Detective Numbers Presentation. Awaiting confirmation of vetting status for PG and PT prior to sending the presentation.</p> <p>Action #69. Human Rights Civil Claims. Content considered unsuitable be sent via email to Members. Will be covered separately under a closed session.</p> <p>Action #70. Information Assurance. See Minute 822 below.</p>	<p>Action closed</p> <p>Remains open</p> <p>Remains open</p> <p>Remains open</p>
812	<p>Internal Audit Reports and Plan Progress. All reports were presented by RSM, questions and challenges were fully addressed.</p> <p>5.1. Progress Paper. Noted as a standard agenda item for the purposes of providing an update on delivery of the audit plan. Changes and delays to the plan were noted, assurance was provided that delivery of the audits would be achieved in Jan 25. The number of audits scheduled to commence in Jan 25 and be completed by the end of the FY was noted and challenged. PC gave reassurance that deadlines would be met as the scoping exercise has been completed. MP noted that there is risk with such late deadlines within the FY should any actions be highlighted that require follow-up. RP requested that audits be scheduled for earlier each FY so there is time and scope to rectify any actions highlighted.</p> <p>5.2. Financial Planning Report. This review aimed to provide assurance on the planning framework in place to develop medium-term financial plans; a <i>substantial</i> assurance opinion was awarded due to the well designed and controlled operating practices. The level of reserves held within the medium-term plan were discussed; MP noted that the level forecast reflected 5 – 6% of the £220M budget and is a comfortable amount due to the robust financial controls adopted within the organisation. Assurance was further provided that the expenditure of the reserves was to deliver the Capital Programme, not subsidise the Revenue expenditure. MP added that all efforts are being made to mitigate the reported overspend without an impact on frontline policing. RP noted the good report.</p>	

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	<p>5.3. Sector Briefings. PC noted the changes coming into effect from Jan 25 regarding internal audit codes of practice which RSM will be aligning to. Within the Sector Briefing, one element was noted as the new process for Sergeant and Inspector testing processes; SB provided an update on how NYP have changed to competency-based testing in line with College of Policing guidelines which includes operational competency, this was an area HMIC specifically looked for improvements in.</p> <p>RP noted that in the recent King’s Speech, Forces would train more PCSOs. SB provided an update on the numbers, role and impact of both PCSOs and Special Constables who are a very important part of the Neighbourhood Policing model. Regarding PCSOs, NYP are extremely well provisioned and currently over the established number. Resource figures are reviewed regularly and budgeted for accordingly in future years forecasts, based on evidence and demand. SB gave assurance that NYP does have the necessary provision to recruit and train PCSOs if required.</p> <p>Discussions took place regarding the cyber-resilience of NYP. SB provided an overview of the measures in place within NYP to protect itself from cyber-attack, noting the SyAP (Security Assessment for Policing) score for accredited use of national policing systems has risen from 1.76 to 2.10 (the national average is 2). Cyber resilience remains at the heart of ICT development within NYP as it moves forward with front-line officer tech improvements with such systems as a digital mobile data device. HMICFRS have a cyber audit scheduled for 25/26 and RSM have a Cyber Risk Management review scheduled for Jan 25. SB will provide a high-level SyAP summary for Members information.</p>	Action #71
813	<p>Audit Recommendation Tracker.</p> <p>GH noted the progress made against the audit actions which has been reduced down from 120 to 56. Assurance was provided that progress against the actions is reviewed monthly.</p>	
814	<p>HMICFRS Reports / Overview.</p> <p>Noted that the reason for the increase in Areas For Improvement (AFIs) was due to the volume of national-level audits that have taken place; this has increased the workload significantly due to evaluating which of the AFIs are relevant to NYP. A new HMIC Inspection Framework is currently out at consultation.</p> <p>SB provided information on a recent governance review conducted across NYP to refresh the wiring-diagram and understand who has executive level responsibilities and tactical ownership of delivery plans for all governance related matters including AFIs. This was a key activity which this Board will see benefits from over the next 12 months.</p>	
815	<p>Risk Register and Business Continuity Overview.</p> <p>LF provided detail of the high-level corporate risk management activity showing developments on the Principal Risk Register and an overview of Business Continuity activities. Risks are routinely reviewed during the NYP Risk & Assurance Board. Certain Risks on the Register were discussed.</p>	

No.	Discussion	Outcome / Decision
	<p>A Business Continuity Debrief Report will be discussed within a closed session at the next JIAC.</p> <p>Following discussion, for the next meeting the report will give detail of the circumstances of the Business Continuity incidents to allow for monitoring trends and capture of lessons learned.</p>	Forward planner
816	<p>Civil Claims Overview.</p> <p>The statistics relating to civil claims and legal proceedings against NYP for the period 01.07.24 – 30.09.24 were presented and discussed by MP, noting that the detail provided was the list of claims received, not necessarily settled or where liability falls to NYP. Compared with other local Forces, NYP have significantly lower levels of claims and payments which are managed exceptionally well within NYP, other local Forces have been invited to learn from NYP practice in this area.</p>	
817	<p>External Audit Update.</p> <p>JC gave assurance that the Feb 25 backstop deadline for closing 23/24 audits will be met, all resources are in place. An extra-ordinary meeting in Feb, prior to the backstop deadline, should be arranged.</p> <p>Noted that the proposals for a governmental overhaul of local auditing systems would be welcomed by the sector as it does need to adapt to meet challenges of the future and address how complicated accounts have become due to the level of information and their usefulness to the public.</p>	
818	<p>Local Audit Backlog - Rebuilding Assurance. MP reported on the Accessible Guide distributed by the Financial Reporting Council which assists members of audit committees to understand the potential challenges around remaining FY22/23 audits, potential disclaimers for the FY23/24 accounts and the impact across a number of subsequent years. MP noted that it was a useful document.</p>	
819	<p>Forward Planner.</p> <p>In addition to the statutory items, further items added to the March 2025 Forward Planner during the meeting were:</p> <ul style="list-style-type: none"> • Closed Item - Business Continuity Debrief Report. • Closed Item - Open Action #70 Information Assurance Report with ICT input. 	Forward planner.
820	<p>Date of Future Meetings.</p> <p>Noted in Minute 817 that an extra-ordinary meeting will be required to take place in Feb 25. The next full meeting is scheduled for Thu 20th Mar 25 at 15:00.</p> <p>Proposed dates for future meetings are:</p> <ul style="list-style-type: none"> • Thursday 19th June 2025 at 15:00. • Thursday 18th September 2025 at 15:00. • Thursday 4th December 2025 at 15:00. 	

No.	Discussion	Outcome / Decision
821	Closing Remarks. Chair thanked all for attending and contributing openly throughout the meeting. PG and PT were invited to leave the meeting.	
822	Closed Item. Information Assurance Report – IT Health Check. Content of the report was noted and will be re-visited at the next meeting with ICT in attendance to better understand the detail.	Action #72 Forward planner

Actions Agreed:

No.	Action / Update	Owner	Date Issued	Date Closed
68	Chief Constable's Detective Numbers Presentation. 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.	IM	19.09.24	
69	Human Rights Civil Claims. Two cases are noted on the Civil Claims report. Further detail on those cases is to be distributed to the membership group.	MP	19.09.24	
70	IT Health Check Update. LS will confirm with Head of ICT where this matter sits and update MP.	LS	19.09.24	
71	SyAP Summary. SB will provide Members with a SyAP Summary following the recent increase in SyAp score.	SB	28.11.24	
72	Information Assurance Report – IT Health Check. ICT to be in attendance at the Mar 25 meeting to better understand the detail.	IM	28.11.24	