

# YORKSHIRE PURCHASING ORGANISATION

## AUDIT & SCRUTINY SUB-COMMITTEE

FRIDAY, 1<sup>ST</sup> NOVEMBER 2019

**Present:** The Chair: Councillor Warburton (Bradford)

Councillors: Warburton (Bradford), Barnard (Barnsley), Dadd (North Yorkshire), Wyatt (Rotherham), Barnes (Calderdale), Nightingale (Doncaster), Williams (Wakefield), Turner (Kirklees).

<b>1.</b>	<b>CHAIR'S INTRODUCTION &amp; WELCOME</b>
	Councillor Warburton welcomed all parties to the meeting.
<b>2.</b>	<b>ACCEPTANCE OF APOLOGIES FOR ABSENCE</b>
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Sweeney (Wigan), Wild (Bolton), Haslam (Bolton), Pavlovic (York), Daubeney (York), Neil Warren (Wakefield), Gillian Marshall (Wakefield), and Simon Hill (YPO).
<b>3.</b>	<b>MEMBERS DECLARATION OF INTEREST</b>
	No declarations of interest were made.
<b>4.</b>	<b>URGENT ITEMS</b>
	No urgent items were discussed.
<b>5.</b>	<b>PREVIOUS MINUTES (AUDIT &amp; SCRUTINY SUB COMMITTEE)</b>
	The inquorate minutes of the YPO Audit & Scrutiny Sub-Committee held on 29 <sup>th</sup> May 2019 were approved as a correct record.
<b>6.</b>	<b>INTERNAL AUDIT PROGRESS REPORT</b>
	<p>Jason Brook, Service Manager for Internal Audit &amp; Risk (Wakefield Council) shared the progress report from Internal audit.</p> <p>Jason noted that one recommendation is that a direct internal audit charter is put in place going forward.</p> <p>Councillor Barnes suggested adding another column to the table to show the current audit status. Jason agreed to add this.</p> <p>The Independent Director, Rob McWilliam, asked for clarification on how the audit list of risks is put together. Jason shared the process and noted that internal audit are flexible as risks change.</p> <p>Paul Smith noted that this is a snapshot of work from internal audit, but there also a number of audit risks that have been considered outside of the agreed three-year work schedule.</p>

	<p><b>Resolved</b> – (1) That the report be noted.</p> <p>(2) That Members agreed to approve, rather than note (as stated in the report), the four recommendations stated in the report.</p> <p>(3) Members approved the recommendations.</p>
<b>7.</b>	<b>EXTERNAL AUDIT PLAN</b>
	<p>Alastair Newall, Senior Manager – Public Services (Mazars) shared the External Audit plan, which sets out the work which has been undertaken and future audit work.</p> <p>Alastair highlighted some key points of the plan.</p> <p>The Independent Director, Rob McWilliam, raised several points, and Alastair shared his plans for the reports going forward.</p> <p><b>Resolved</b> – (1) That the report be noted.</p>
<b>8.</b>	<b>YEAR END CLOSEDOWN TIMETABLE</b>
	<p>Consideration was given to a report of the Head of Finance which informed Members of the contents of the 2019 Closedown Timetable.</p> <p><b>Resolved</b> – (1) That the Year End Closedown Timetable and plan be noted.</p>
<b>9.</b>	<b>EXCLUSION OF THE PUBLIC AND PRESS</b>
	<p><b>Resolved</b> – That the public and press be excluded from the meeting during consideration of agenda item 10 on the grounds that it is likely to involve the disclosure of exempt information as described in Part 1 of Schedule 12A to the Local Government Act 1972, as amended.</p>
<b>10.</b>	<b>IT PROGRAMME UPDATE (LINK) (EXEMPT – PARAGRAPH 3)</b>
	<p>Consideration was given to the report of the Deputy Managing Director (Paul Smith) which provided Members with an update on the current project dossier.</p> <p>The report summarised the progress with the IT Programme.</p> <p>Paul Smith shared a further update on the risks.</p> <p>Councillors raised a number of questions and were satisfied with the responses provided by Officers.</p> <p><b>Resolved</b> – (1) That the report be noted.</p>
<b>11.</b>	<b>DATE AND TIME OF NEXT MEETING</b>
	<p><b>Resolved</b> – (1) That the next meeting of the YPO Audit &amp; Scrutiny Sub Committee is to be held on Friday 14<sup>th</sup> February 2020, 10.30am.</p>
