

YORKSHIRE PURCHASING ORGANISATION

AUDIT & SCRUTINY SUB-COMMITTEE

FRIDAY, 3RD JULY 2020

Present: The Chair: Councillor Warburton (Bradford)

Councillors: Warburton (Bradford), Barnard (Barnsley), Barnes (Calderdale), Cole (Doncaster), Nightingale (Doncaster), Haslam (Bolton), Williams (Wakefield), Wyatt (Rotherham), Walsh (Knowsley), Turner (Kirklees).

33.	CHAIR'S INTRODUCTION & WELCOME
	Councillor Warburton welcomed all parties to the meeting.
34.	ACCEPTANCE OF APOLOGIES FOR ABSENCE
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Prescott (Wigan), White (North Yorkshire), and Lomas (York).
35.	MEMBERS DECLARATION OF INTEREST
	No declarations of interest were made.
36.	URGENT ITEMS
	No urgent items were raised.
37.	PREVIOUS MINUTES (AUDIT & SCRUTINY SUB COMMITTEE)
	The minutes of the YPO Audit & Scrutiny Sub-Committee held on 14 th February 2020 were approved by all.
38.	DRAFT EXTERNAL AUDIT COMPLETION REPORT
	<p>Alastair Newall (Mazars) shared the draft External Audit completion report from Mazars. Alastair shared some of the challenges faced from conducting Audits virtually.</p> <p>Alastair shared a progress update on the report since the paper was submitted, and shared the work that is still outstanding, which will be completed in the next couple of weeks.</p> <p>Craig Maxwell (Mazars) noted his thanks for the YPO team's commitment to the audit.</p> <p>Cllr Warburton thanked both the YPO and Mazars teams for their hard work on the audit throughout a difficult time.</p> <p>Resolved – (1) That the report be noted.</p>

39.	AUDITED STATEMENT OF ACCOUNTS
	<p>Consideration was given to the report of the Head of Finance which provided Members with the details of the Audited Statement of Accounts for 2019. Paul Smith shared that due to timing issues, these accounts cannot be signed off today, however they will be taken to the full Management Committee for sign off. This does not have any negative implications for YPO.</p> <p>Resolved – (1) That the Audited Statement of Accounts for 2019 are to be submitted to the Management Committee on 24th July for approval.</p>
40.	ANNUAL INTERNAL AUDIT OPINION
	<p>Consideration was given to the report of the Service Manager for Internal Audit & Risk (Wakefield Council) which provided Members with details of the Internal audit work completed from January – December 2019.</p> <p>Jason Brook talked through the key headlines of the report. Jason shared that next year Internal Audit are to be part of the post system implementation review of the Link programme.</p> <p>Paul Smith noted his thanks to Jason and his team for their work this year.</p> <p>Cllr Warburton also noted his thanks to Wakefield Internal Audit.</p> <p>Resolved – (1) That the Internal Audit Opinion Report be noted.</p>
41.	DRAFT ANNUAL INTERNAL AUDIT PLAN 2020
	<p>Consideration was given to the report of the Service Manager for Internal Audit & Risk (Wakefield Council) which provided Members with a draft Internal audit plan for the period 2019 to 2021.</p> <p>Jason Brook noted this plan will be reviewed and amended if required on an annual basis to ensure it focusses on the most appropriate risks.</p> <p>Resolved – (1) That the report be noted.</p>
42.	GOVERNANCE REVIEW
	<p>Consideration was given to a report of the Managing Director entitled Governance Review.</p> <p>The report explained that YPO has various governance policies and these are reviewed at least annually by the Board, any changes to these policies are brought to Committee for approval.</p> <p>The report detailed when each policy was last reviewed and any proposed action by the Board.</p> <p>Resolved - (1) That Members note the contents of the table at paragraph 1.2.</p>
43.	AUDIT & SCRUTINY SUB COMMITTEE TERMS OF REFERENCE AND WORK PROGRAMME 2020/2021
	<p>Consideration was given to the report of the Managing Director which provided members with an overview of the work scheduled for the 2020/21 committee cycle.</p>

	<p>The report also proposed the Terms of Reference, Principal Agenda Items, 2020/21 Meeting Schedule and Training Plan.</p> <p>Resolved – (1) That the report be noted and submitted to the Management Committee on 24th July for sign off by all Members.</p>
44.	EXCLUSION OF THE PUBLIC AND PRESS
	<p>Resolved – That the public and press be excluded from the meeting during consideration of agenda items 13 to 14 on the grounds that they are 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>
45.	LINK UPDATE REPORT (EXEMPT – PARAGRAPH 3)
	<p>Consideration was given to the report of the Deputy Managing Director (Paul Smith), which provided Members with an update on the Link system.</p> <p>Paul Smith noted there is still significant work on-going with the system, as there are still some issues. Paul noted we also have multiple external providers supporting us with this.</p> <p>Councillors asked several questions and were satisfied with the responses provided by Officers.</p> <p>Resolved – (1) That the update be noted.</p>
46.	BUSINESS UPDATE (EXEMPT – PARAGRAPH 3)
	<p>The Deputy Managing Director (Paul Smith) presented the Business Update which provided Members with an update on activities of the organisation since the last sub-committee and provided an overview on forthcoming activities and challenges.</p> <p>The Executive Director (Julie Wray) provided a Covid-19 update and shared with members the impact of this on YPO.</p> <p>Officers took questions from Councillors relating to YPO's response to Covid-19 and provided responses to these.</p> <p>Paul Smith shared an update on the Findel Acquisition status. Paul shared that the CMA have referred the decision to stage two. There will be a number of decisions which will need to be brought back to Members, and an extraordinary Management Committee meeting will be held in the next couple of weeks.</p> <p>Resolved – (1) That the report be noted.</p>
47.	DATE AND TIME OF NEXT MEETING
	<p>Resolved – (1) That the next meeting of the YPO Audit & Scrutiny Sub Committee is proposed to be held on 6th November 2020, 10.30am.</p>