

YORKSHIRE PURCHASING ORGANISATION

AUDIT & SCRUTINY SUB-COMMITTEE

FRIDAY, 6TH NOVEMBER 2020

Present: The Chair: Councillor Warburton (Bradford)

Councillors: Warburton (Bradford), Barnard (Barnsley), Barnes (Calderdale), Cole (Doncaster), Wyatt (Rotherham), Turner (Kirklees), Lomas (York).

1.	CHAIR'S INTRODUCTION & WELCOME
	Councillor Warburton welcomed all parties to the meeting.
2.	ACCEPTANCE OF APOLOGIES FOR ABSENCE
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Haslam (Bolton), Walsh (Knowsley), Pritchard (St Helens) and Nightingale (Doncaster).
3.	MEMBERS DECLARATION OF INTEREST
	No declarations of interest were made.
4.	URGENT ITEMS
	No urgent items were raised.
5.	PREVIOUS MINUTES (AUDIT & SCRUTINY SUB COMMITTEE)
	The minutes of the YPO Audit & Scrutiny Sub-Committee held on 3 rd July 2020 were approved by all.
6.	INTERNAL AUDIT PLAN 2020 PROGRESS REPORT
	Julie Cousins, Principle Audit Manager (Wakefield Council) shared the progress report from Internal audit. Julie shared that the Audit plan has had a slight change and the Audit on the Link Project will now be taking place in January 2021. Resolved – (1) That Members acknowledged the plan the report be noted.
7.	YEAREND CLOSEDOWN TIMETABLE
	Consideration was given to a report of the Head of Finance which informed Members of the contents of the 2020 Closedown Timetable. Resolved – (1) That the timetable shown in Appendix 1 is approved.
8.	EXTERNAL AUDIT STRATEGY MEMORANDUM
	Craig Maxwell (Mazars) shared the External Audit Strategy Memorandum. Resolved – (1) That the report be noted.

9.	CIPFA FINANCIAL MANAGEMENT GUIDE UPDATES - VERBAL
	<p>The S151 Officer (Neil Warren) noted that it would be useful to put together a Self-Assessment report against the CIPFA Financial Management Code relating to YPO to bring back to the next meeting.</p> <p>This report can then be submitted as an annual assurance report going forward.</p> <p>Resolved – (1) It was agreed the Self-Assessment Report would be completed and brought back to the next meeting.</p>
10.	EXCLUSION OF THE PUBLIC AND PRESS
	<p>Resolved – That the public and press be excluded from the meeting during consideration of agenda item 11 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>
11.	LINK UPDATE REPORT (EXEMPT – PARAGRAPH 3)
	<p>Consideration was given to the report of the Managing Director (Simon Hill), which provided Members with an update on the Link system.</p> <p>Simon noted the system is now in a stable and controlled state. The locking and slow performance issues we saw earlier in the year are now much improved. At the moment the system does not have full functionality, this is going to be worked on gradually by the IT team over the next 6 months. These are enhancements required for the system.</p> <p>Simon also shared the Lessons learnt review which has been undertaken by independent consultants Hatmill.</p> <p>Simon shared that we are also currently undertaking a larger project on data management across the whole organisation.</p> <p>It was suggested to keep this as a standing agenda item to report back on progress against the actions, and to also include the Wakefield Council Internal Audit team to provide assurances on this.</p> <p>Councillors asked several questions and were satisfied with the responses provided by Officers.</p> <p>Simon shared with Members the current Board structure and changes that will be taking place in the near future.</p> <p>Resolved – (1) That the update be noted.</p> <p>(2) It was agreed to keep this as a standing agenda item to report back on progress against the actions, and to also include the Wakefield Council Internal Audit team to provide assurances on this.</p>
12.	DATE AND TIME OF NEXT MEETING

	Resolved – (1) That the next meeting of the YPO Audit & Scrutiny Sub Committee is to be held on 5 th March 2021, 10.30am.