

YORKSHIRE PURCHASING ORGANISATION MANAGEMENT COMMITTEE

Friday 26th March 2021

Present:

Bolton
Councillor Cox

City of Bradford
Councillor Salam

Barnsley
Councillor Barnard

Calderdale
Councillor Barnes

Kirklees
Councillor Turner

Knowsley MBC
Councillor Walsh

North Yorkshire CC
Councillor Mackenzie
Councillor White

Rotherham MBC
Councillor Atkin
Councillor Wyatt

St Helens
Councillor Bond

Wakefield MDC
Councillor Shaw (**Chair**)
Councillor Williams

Wigan MBC
Councillor Walker

1:	Apologies for Absence
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Gardiner (Barnsley), Haslam (Bolton), Daubeney (York), Nightingale (Doncaster), and Prescott (Wigan).

2:	Urgent Items
	<p>Gillian Marshall provided an update on virtual meetings.</p> <p>The Chair, Cllr Shaw, shared that Julie Wray is leaving YPO on 31st March 2021 and noted his thanks for all her work and the service she has given to YPO and individuals over the past 11 years.</p>
3:	Members Declaration of Interest
	No declarations of interest were made by members.
4:	Minutes of Management Committee held on 27th November 2020
	That the minutes of the meeting of the Management Committee held on 27 th November 2020 be accepted as a correct record.
5:	Minutes of the Audit & Scrutiny Sub Committee held on 5th March 2021
	<p>That the minutes of the meeting of the Audit & Scrutiny Sub Committee held on 5th March 2021 be accepted as a correct record.</p> <p>Cllr Shaw proposed Cllr Mackenzie to take over the role as Chair for the Audit & Scrutiny Sub Committee.</p> <p>Resolved: (1) – It was agreed that Cllr Mackenzie be appointed as Chair of the YPO Audit & Scrutiny Sub Committee.</p>
6:	Minutes of the Executive Sub Committee held on 12th March 2021
	That the minutes of the meeting of the Executive Sub Committee held on 12 th March 2021 be accepted as a correct record.
7:	Pre- Audit Statement of Accounts
	<p>Consideration was given to the Pre-Audit Statement of Accounts 2020, presented by the Head of Finance.</p> <p>Resolved - (1) That the Pre-Audit Statement of Accounts 2020 is noted by Members.</p>
8:	Internal Audit Update
	<p>Consideration was given to the report of the Wakefield Council Principal Audit Manager, Julie Cousins, which provides Members with details of Internal Audit's position statement on the 2020 internal audit plan.</p> <p>Julie shared the Link audit is now almost complete, and noted it was pleasing to give a positive audit opinion on YPO's Covid-19 measures.</p>

	Resolved - (1) That Members note the comments detailed in the Internal Audit Update.
9:	External Audit Plan update
	<p>Matthew Hirst shared the External Audit Update report.</p> <p>Matthew noted that Mazars have noted in their report that everything is currently on track.</p> <p>Resolved – (1) That the report be noted.</p>
10:	Appointment of Executive Directors
	<p>Simon Hill shared the report which is to ratify the appointment of two Executive Directors (Finance and Operations) by the YPO Appointments Sub Committee.</p> <p>Simon noted his thanks to the Appointments Committee for their support with the interview process.</p> <p>Resolved – (1) That the recommended appointments to the positions of Executive Directors be appointed on the terms recommended by the Appointments Sub Committee.</p>
11:	Lead Authority Issues
	No Lead Authority issues were raised.
12:	Exclusion of the Public & Press
	Resolved - That the public and press be excluded from the meeting during consideration of Agenda Items 13 to 20 on the grounds that they were likely to involve the disclosure of exempt information as described in Part 1 of Schedule 12A to the Local Government Act 1972, as amended.
	IN PRIVATE
13:	Financial Performance Review 2020 (Exempt Paragraph 3)
	<p>The Head of Finance (Matthew Hirst) presented the report which provides an update of the organisation's performance in 2020.</p> <p>Matthew shared the exceptional costs which were incurred during 2020. The stock levels of PPE were discussed.</p> <p>Councillors asked a number of questions and were satisfied with the responses provided.</p>

	<p>Resolved – (1) That the Financial Performance Review 2020 be acknowledged and noted.</p>
14:	Financial Performance Review 2021 (Exempt Paragraph 3)
	<p>The Head of Finance (Matthew Hirst) presented the report which provides an update of the organisation's performance so far in 2021.</p> <p>Councillors asked a number of questions and were satisfied with the responses provided.</p> <p>Resolved – (1) That the Financial Performance Review 2021 be acknowledged and noted.</p>
15:	Business Update (Exempt Paragraph 3)
	<p>The Managing Director (Simon Hill) presented the Business Update which provided Members with an update on activities of the organisation since the last committee and provided an overview on forthcoming activities and challenges.</p> <p>Councillors asked several further questions on this and were satisfied with the responses provided from Officers.</p> <p>Resolved – (1) That the report be noted.</p>
16:	Third Party Logistics Update (Exempt Paragraph 3)
	<p>The Managing Director (Simon Hill) provided Members with an update on an operational issue involving YPO's Third party logistics supplier. Simon shared a presentation providing further details.</p> <p>Simon shared the possible implications of this with Members, and the progress on plans which are on-going around finding a solution.</p> <p>Members made a number of points which were acknowledged by Officers.</p> <p>Resolved – (1) That the report and verbal update be noted.</p>
17:	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 current project status.</p> <p>Simon also shared the progress made since the lessons learnt review was completed by Independent consultants Hatmill.</p>

	Resolved – (1) That the update be noted.
18:	Dividend Distribution Update 2019 (Exempt Paragraph 3)
	<p>Matthew Hirst (Head of Finance) shared the report which provided Members with an update on the timing of the 2019 cash dividend payment.</p> <p>Resolved – (1) It was agreed that the payment of the 2019 cash dividend be deferred until September 2021.</p>
19:	Dividend Distribution 2020 (Exempt Paragraph 3)
	<p>Matthew Hirst (Head of Finance) shared the report which provided Members with options around the dividend distribution for 2020.</p> <p>Resolved – (1) That Members agreed to Option 2 in the report.</p>
20:	Report of the Independent Director (Exempt Paragraph 3)
	<p>Members gave consideration to a report of the Independent Directors which detailed their observations of the organisation since November.</p> <p>Jon Towler raised some key information on the strategy work which is on-going. Jon and Rob are also working with the Board on a full three-year strategy.</p> <p>Jon noted the recruitment of the two new directors is positive and we are going forward with a strong team.</p> <p>Rob reiterated the new recruitment is positive. The last 12 months has highlighted YPO's resilience with several challenges, and a lot has been learnt.</p> <p>Resolved - (1) That the report of the Independent Directors and their observations be noted.</p>
21:	DATE AND TIME OF NEXT MEETING
	<p>Resolved – That the next meeting of the YPO Management Committee will be held on 23rd July 2021.</p>