

YORKSHIRE PURCHASING ORGANISATION

AUDIT & SCRUTINY SUB-COMMITTEE

FRIDAY 3RD NOVEMBER 2017

Present: The Chair: Councillor Warburton (Bradford)

Councillors: Mather (Kirklees), Vjestica (Rotherham), Barnard (Barnsley), Dadd (North Yorkshire), Scullion (Calderdale)

16.	CHAIR'S INTRODUCTION & WELCOME
	Councillor Warburton welcomed all parties to the meeting. Councillor Warburton introduced R McWilliam as the new Independent Director.
17.	ACCEPTANCE OF APOLOGIES FOR ABSENCE
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Gardiner (Barnsley), Byron (Knowsley), Sweeney (Wigan), Pillai (Calderdale), and Asif (Kirklees).
18.	MEMBERS DECLARATION OF INTEREST
	No declarations of interest were made.
19.	URGENT ITEMS
	No urgent items were raised by Members.
20.	PREVIOUS MINUTES (AUDIT & SCRUTINY SUB COMMITTEE)
	The minutes of the YPO Audit & Scrutiny Sub-Committee held on 15 th September 2017 were approved as a correct record.
21.	INTERNAL AUDIT PLAN PROGRESS
	<p>Members gave consideration to a report which detailed the Internal Audit's progress and work during the period September to October 2017 and noted the contents therein.</p> <p>Julie Gill, from Wakefield Council's Internal Audit, highlighted what work is currently being undertaken, where action has been taken by YPO since the last meeting, and noted work priorities.</p> <p>Julie Gill noted that the Anti-Fraud and Bribery Audit will be undertaken in next year's plan.</p> <p>Resolved – (1) That the report be noted.</p>
22.	PLANNING PROCESS FOR THE NEXT INTERNAL AUDIT
	Members gave consideration to a report produced by the Interim Head of Internal Audit & Risk, the purpose of which is to provide Members with information relating to the next annual Internal Audit Plan. The report outlines

	<p>what the planning process will be, and also includes details of potential auditable areas.</p> <p>A discussion was held around GDPR and how this will be managed by Audit. J Gill noted that if this is something of particular interest it can be included in the Audit plan reported to Members.</p> <p>Members raised questions and were satisfied with the responses given by Officers.</p> <p>Resolved – (1) That the report be noted.</p>
23.	YEAR END CLOSEDOWN TIMETABLE
	<p>Consideration was given to a report of the Head of Finance which informed Members of the contents of the 2017 closedown timetable.</p> <p>Resolved – (1) That the Year End Closedown Timetable and plan be noted.</p>
24.	EXTERNAL AUDIT PLAN
	<p>Consideration was given to the KPMG External Audit Plan which covers the work occurring to the end of December 2017. R Khangura of KPMG highlighted the key headlines throughout the report.</p> <p>Resolved – (1) That the External Audit Plan be noted.</p>
25.	EXCLUSION OF THE PUBLIC AND PRESS
	<p>Resolved – That the public and press be excluded from the meeting during consideration of agenda items 11 and 12 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>
26.	RISK MANAGEMENT UPDATE
	<p>Members considered a report of the Executive Director which recommends deferring the reporting of the Strategic Risk Register to the Audit & Scrutiny Sub-Committee in February 2018.</p> <p>Resolved – (1) That the report be noted.</p> <p>(2) That Risk Registers will be brought to the Audit & Scrutiny Sub-Committee on 16th February 2018 for full review.</p>
27.	IT PROGRAMME UPDATE
	<p>Consideration was given to the IT Programme Update report which provided Members with an update on the progress of the implementation of the ERP Business Case, and the associated risks.</p> <p>The update contained a highlight report which documented the progress between July and October 2017.</p>

	<p>Members raised a number of questions and were satisfied with the responses given by Officers.</p> <p>Resolved – (1) That the report be noted.</p> <p>Councillor Warburton thanked J Copley for her work for YPO over the years, and wished her well in retirement.</p>
28.	<p>DATE AND TIME OF NEXT MEETING</p> <p>Resolved – (1) That the next meeting of the YPO Audit & Scrutiny Sub Committee will be held on 16th February 2018.</p>