

YORKSHIRE PURCHASING ORGANISATION

AUDIT & SCRUTINY SUB-COMMITTEE

FRIDAY, 2ND NOVEMBER 2018

Present: The Chair: Councillor Warburton (Bradford)

Councillors: Vjestica (Rotherham), Wiseman (St Helens), Warburton (Bradford), Barnard (Barnsley), Scullion (Calderdale), Cuthbertson (York), Dadd (North Yorkshire).

65.	CHAIR'S INTRODUCTION & WELCOME
	Councillor Warburton welcomed all parties to the meeting.
66.	ACCEPTANCE OF APOLOGIES FOR ABSENCE
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Graham (Wakefield), Nightingale (Doncaster), Walsh (Knowsley), Mistry (Bolton), Carter (Calderdale), Asif (Kirklees), Rehman (Wigan).
67.	MEMBERS DECLARATION OF INTEREST
	No declarations of interest were made.
68.	URGENT ITEMS
	No urgent items were raised by Members.
69.	PREVIOUS MINUTES (AUDIT & SCRUTINY SUB COMMITTEE)
	The minutes of the YPO Audit & Scrutiny Sub-Committee held on 25 th May 2018 were approved by all.
70.	INTERNAL AUDIT PLAN TEMPLATE 2018
	<p>Members gave consideration to a report produced by the Service Manager for Internal Audit & Risk, the purpose of which is to provide Members with information relating to the next annual Internal Audit Plan.</p> <p>The report outlines what progress has been made, the planning process and also includes details of potential auditable areas.</p> <p>Members raised questions and were satisfied with the responses given by Officers.</p> <p>Resolved – (1) That the report be noted.</p>
71.	YEAR END CLOSEDOWN TIMETABLE
	<p>Consideration was given to a report of the Head of Finance which informed Members of the contents of the 2018 Closedown Timetable.</p> <p>Resolved – (1) That the Year End Closedown Timetable and plan be noted.</p>

72.	APPOINTMENT OF AUDITORS
	<p>The Executive Director, Paul Smith presented a report informing Members of the appointment of auditors for 2018, this is the final year of the contract and a tender process will be carried out during 2019 to appoint an external auditor for the 2019 financial year and beyond.</p> <p>Resolved – (1) That Members note the appointment of the external auditors KPMG.</p>
73.	EXCLUSION OF THE PUBLIC AND PRESS
	<p>Resolved – That the public and press be excluded from the meeting during consideration of agenda items 10 to 13 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>
74.	IT PROGRAMME UPDATE (LINK) (EXEMPT – PARAGRAPH 3)
	<p>Consideration was given to the report of the Head of Business Change & IT which provided Members with an update on the current project dossier.</p> <p>The report summarised the implementation status of the ERP (Enterprise Resource Planning) System. Members were informed that the Board review the activity and progress on a monthly basis at the Programme Board Meeting.</p> <p>Members raised a number of questions in relation to timescales and were satisfied with the responses given by Officers.</p> <p>Resolved – (1) That the report be noted.</p>
75.	WAREHOUSE & LOGISTICS STRATEGY (EXEMPT – PARAGRAPH 3)
	<p>Consideration was given to a report & presentation given by the Head of Logistics regarding the Logistics Strategy.</p> <p>This report provided an update on progress made on the 2018 - 2020 strategy. It outlined the challenges faced by logistics in conjunction with the priorities outlined in the Three-Year Strategy.</p> <p>Members raised a number of questions and detailed responses from YPO Officers were accepted.</p> <p>Resolved – (1) That the report be noted.</p>
76.	RISK MANAGEMENT UPDATE
	<p>Members considered a report of the Executive Director which recommends deferring the reporting of the Risk Management Policy & Strategic Framework and Strategic Risk Register to the Audit & Scrutiny Sub-Committee to February 2019.</p> <p>The report provided Members with a progress update on property insurance and risk survey.</p>

	<p>Resolved – (1) That the report be noted.</p> <p>(2) That Risk Management Policy & Strategic Framework and Strategic Risk Register will be brought to the Audit & Scrutiny Sub-Committee on 15th February 2019 for full review.</p> <p>(3) That an options appraisal in relation to YPO’s Business Continuity Plan be submitted to the Audit and Scrutiny Sub-Committee on 15th February.</p>
77.	RISK APPETITE
	<p>The Audit and Scrutiny Sub-Committee discussed YPO’s risk appetite and how it influences YPO’s risk management arrangement and how this affects future strategic decisions.</p> <p>Resolved – (1) That the discussion held by Members be noted.</p>
78.	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 15th February 2019.</p>