

YORKSHIRE PURCHASING ORGANISATION AUDIT SUB-COMMITTEE

Friday 22nd April 2016

Present: The Chair: Councillor Walker (Wigan MBC)
County Councillor Trotter (North Yorkshire CC)
Councillor Waller (York)

30.	CHAIR'S INTRODUCTION & WELCOME
	The Chair provided apologies for the meeting. Councillor Walker was nominated as the stand in Chair for this meeting. Councillor Walker welcomed all parties to the meeting.
31.	ACCEPTANCE OF APOLOGIES FOR ABSENCE
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillor Johnson (Wakefield MDC), Councillor O'Neill (Kirklees) and Councillor Corden (Doncaster).
32.	MINUTES – 26 FEBRUARY 2016
	The minutes of the YPO Audit Sub-Committee held on 26 th February 2016 were approved as a correct record.
33.	URGENT ITEMS
	No urgent items were discussed.
34.	EXTERNAL AUDIT REPORT
	Consideration was given to the External Audit Report from KPMG which provided Members with key findings from the recent audit. Rashpal Khangura (Director, KPMG) shared that the report gives a clean audit and clean value for money conclusion. Rashpal thanked YPO for their support during the audit process and noted that it had been a smooth process and the finance team were very well prepared. Resolved – (1) That the report be noted.
35.	AUDITED STATEMENT OF ACCOUNTS
	Consideration was given to a report of the Head of Finance which detailed the 2015 Audited Statement of Accounts. The Audited Statement of Accounts have been externally audited and the auditors anticipate an unqualified opinion.

	<p>Resolved – (1) That the completion of the Audited Statement of Accounts for 2015, attached as Appendix 2 be noted.</p> <p>(2) That the Members of the Audit Sub Committee recommend sign off of the accounts to the Chair of the Audit Sub Committee, Councillor Johnson.</p>
36.	AUDIT SUB COMMITTEE 2016/17 WORK PROGRAMME
	<p>Consideration was given to the report of the Managing Director which provided members with an overview of the work scheduled for the 2016/17 committee cycle.</p> <p>The report also proposed the Terms of Reference, Principal Agenda Items, 2016/17 Meeting Schedule and Training Plan.</p> <p>Resolved – (1) That the report be noted and submitted to the Annual General Meeting June.</p> <p>(2) That the meeting dates will be reviewed to ensure dates do not clash with postal votes around elections.</p>
37.	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 Management 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 the Audit Sub Committee recommends to the Management Committee the proposals outlined in table 2.2.</p>
38.	INTERNAL AUDIT PROGRESS
	<p>Consideration was given to a report which detailed the Internal Audit's progress and work during the period February to March 2016 and to note the contents therein.</p> <p>Resolved – (1) That the report be noted.</p>
39.	IT PROGRAMME UPDATE
	<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 as of April 2016.</p> <p>The report summarised the major risks and mitigation for each project and</p>

	<p>Members were informed that the Board review the activity and progress on the IT Programme on a monthly basis at the Programme Board Meeting.</p> <p>A further update to Members will be included in the Business Update at the Annual General Meeting in June.</p> <p>Resolved – (1) That the report be noted.</p>
40.	<p>DATE AND TIME OF NEXT MEETING</p> <p>Resolved – (1) That the next meeting of the YPO Audit Sub-Committee is proposed for Friday 7th November 2016 at 10.30am, at YPO Headquarters.</p>