YORKSHIRE PURCHASING ORGANISATION

AUDIT & SCRUTINY SUB-COMMITTEE

FRIDAY, 5TH NOVEMBER 2021

Present: The Chair: Councillor Mackenzie (North Yorkshire)

Councillors: Barnard (Barnsley), Barnes (Calderdale), Cole (Doncaster)

1.	**CHAIR'S INTRODUCTION & WELCOME**
	Councillor Mackenzie welcomed all parties to the meeting.
2.	**ACCEPTANCE OF APOLOGIES FOR ABSENCE**
	Apologies for absence were received on behalf of Councillors Nightingale (Doncaster), Williams (Wakefield), Prescott (Wigan), Groucutt (St Helens), Wyatt (Rotherham), Davies (Kirklees), Haslam (Bolton), Lomas (York), Salam (Bradford).
3.	**MEMBERS DECLERATION 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 5th July 2021 were approved by all.
6.	**INTERNAL AUDIT PLAN 2021 PROGRESS REPORT**
	Julie Cousins, Principal Audit Manager (Wakefield Council) shared the progress report from Internal audit. **Resolved** – (1) That Members acknowledged the plan and the report be noted.
7.	**YEAREND CLOSEDOWN TIMETABLE**
	Julie Hawley (Executive Director) shared the report of the Head of Finance which informed Members of the contents of the 2021 Closedown Timetable. **Resolved** – (1) That the timetable shown in Appendix 1 is approved.
8.	**EXTERNAL AUDIT STRATEGY MEMORANDUM**

	Alastair Newall (Mazars) shared the draft External Audit Strategy Memorandum from Mazars. Councillors asked a number of questions and were satisfied with the responses provided. **Resolved –** (1) That the report be noted.
9.	**CIPFA FINANCIAL MANAGEMENT GUIDE UPDATES - VERBAL**
	Julie Hawley (Executive Director) shared a verbal update on the CIPFA Financial Management guide. **Resolved –** (1) That the updates be noted.
10.	**FRAUD PREVENTION REPORT**
	Consideration was given to a report of the Managing Director which informed Members of the broad framework in place to help to minimise the risk of fraud and to manage fraud discovery, reporting and investigation. Members asked a number of questions and were satisfied with the responses provided by Officers. Jon Towler suggested some further data be brought back to the next meeting to give a further understanding of the risk. **Resolved –** (1) That the Fraud Prevention Report be noted. (2) It was agreed a short follow up report including the data on the measures taken would be brought back to the next meeting.
11.	**EXCLUSION OF THE PUBLIC AND PRESS**
	Resolved – That the public and press be excluded from the meeting during consideration of agenda items 12 - 13 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.
12.	**DECLARATION OF INTERESTS UPDATE**
	Consideration was given to a report of the Managing Director which provided Members with an update on the number of outstanding declaration of interests for YPO. Simon Hill shared that since the report was written, further declarations have been submitted. Simon Hill suggested a review of the policy take place and a report on any update following this to be brought back to this Committee.

	Resolved – (1) That the Fraud Prevention Report be noted. (2) It was agreed a review of the Declaration of Interest policy would take place and any updates following this would be reported back to this Committee.
13.	**THIRD PARTY LOGISTICS COSTINGS UPDATE**
	Consideration was given to a report of the Head of Finance which provides members with an update on the financial impact that the change in third party logistics providers had in 2021. Councillors made a number of comments on the report which were accepted by Officers. **Resolved –** (1) That the Third-Party Logistics Costings Update Report be noted.
14.	**DATE AND TIME OF NEXT MEETING**
	Resolved – (1) That the next meeting of the YPO Audit & Scrutiny Sub Committee is proposed to be held on 4th March 2022, 10.30am.