

**MINUTES OF THE GREATER MANCHESTER COMBINED AUTHORITY AUDIT COMMITTEE,
HELD ON TUESDAY 30 JULY 2019 AT CHURCHGATE HOUSE, MANCHESTER**

PRESENT:

Gwyn Griffiths (Chair)	Independent Member
Catherine Scivier	Independent Member
Councillor Mary Whitby	Bury Council
Councillor Colin McLaren	Oldham Council
Councillor Sarah Russell	Manchester City Council
Councillor Chris Boyes	Trafford Council

ALSO PRESENT:

Daniel Watson	Mazars External Auditor
Mark Kirkham	Mazars External Auditor

OFFICERS:

Richard Paver	GMCA Treasurer
Sarah Horseman	GMCA Audit and Assurance
Damian Jarvis	GMCA Internal Audit
Amanda Fox	GMCA Finance
Helen Fountain	GMCA Finance
Steve Annette	GMCA Governance and Scrutiny

AC 19/52 APOLOGIES

No apologies for absence were received

AC 19/53 DECLARATIONS OF INTEREST

Members were asked to declare any personal or prejudicial interests in relation to any of the items appearing on the agenda for the meeting. There were no items of personal or prejudicial interests declared.

AC 19/54 MINUTES OF THE GMCA AUDIT COMMITTEE MEETING HELD ON 18 JUNE 2019

The minutes of the meeting of the GMCA Audit Committee held on 18 June 2019 were submitted.

RESOLVED/-

- 1) That the minutes of the meeting of the GMCA Audit Committee held on 18 June 2019, be approved as a correct record.
- 2) That it be noted that Councillor Sarah Russell (Manchester City Council) had been appointed as a Member of the Audit Committee for the Municipal Year 2019/20.
- 3) That it be noted that in relation to Minute Ref AC/19/44 'The Chair to meet the Chair of the GMCA/GMP Joint Audit Panel in the upcoming weeks', this had not yet happened.

AC 19/55 MINUTES OF THE GMCA/GMP JOINT AUDIT PANEL HELD ON 18 JUNE 2019

The minutes of the meeting of the GMCA/GMP Joint Audit Panel, held on 18 June 2019 were submitted for information.

Richard Paver, GMCA Treasurer, reported that there was one error in the Minutes. He added that he had raised the matter at the GMCA / GMP Audit Panel earlier in the day. It was in relation to the Mayor being in post for the year 2016/17 for a thirteen-month period, which was actually the final period of the Police and Crime Commissioner. The Minutes would therefore be amended accordingly.

RESOLVED/-

- 1) That the minutes of the meeting of the GMCA/GMP Joint Audit Panel held on 18 June 2019 be noted, subject to the correction identified.

AC 19/56 GMCA 2019/2020 ANNUAL GOVERNANCE STATEMENT

Consideration was given to the GMCA 2018/19 Annual Governance Statement (AGS) attached at appendix A, to accompany the GMCA Statement of Accounts.

The draft AGS was considered and endorsed by the Audit Committee at its meeting on 18 June 2019.

Richard Paver, GMCA Treasurer reported that the comments, which had been made in relation to draft AGS at the previous meeting of the Audit committee, had been fed back and incorporated. He added that the only point of substance added was around the HMICFRS inspection of the Fire Service and that the AGS had been shared with Mazars, who had reflected on its content as part of the value for money work.

RESOLVED/-

1) That the GMCA 2018/19 Annual Governance Statement, which is to signed by the GM Mayor and the Chief Executive of the GMCA and published with the GMCA's Statement of Accounts for 2018/19, be approved.

AC 19/57 DRAFT LETTER OF REPRESENTATION

Richard Paver, GMCA Treasurer, introduced the Draft Annual Governance Statement, as provided by Mazars. He added that this was a standard letter of representation and there had been no specific amendments made and that he would be signing immediately prior to the audit being completed.

RESOLVED/-

1) That the Draft Annual Governance Statement, as provided by Mazars, be noted.

AC 19/58 GMCA AUDIT COMPLETION REPORT – YEAR ENDING 31 MARCH 2019

Mark Kirkham, Mazars External Auditor, introduced the report. He added that the timetable was tight in order for officers to prepare a compliant set of financial accounts and an audit of those accounts completed. He added at this moment it was not anticipated that the accounts would be signed off by 31 July 2019, although it was expected that an unqualified audit opinion and value for money judgment would be given.

Daniel Watson, Mazars External Auditor, provided an update in relation to significant risk that had been identified within the audit plan. He added that in the period between the agenda papers being issued and today's meeting, some areas had now been resolved, i.e. questions in relation to journals and related parties.

Richard Paver, GMCA Treasurer added that he hoped the risks that had been identified would be resolved in the next few days, subject to no material changes. Details of some of the amendments being proposed were tabled and Members noted that there was nothing that had been identified thus far which would affect the bottom line of the accounts.

It was noted that a debrief and lessons learnt contingency plan would be put in place going forward.

RESOLVED/-

1) That the GMCA Audit Completion Report, year ending 31 March 2019 be noted.

AC/19/59 GMCA ANNUAL STATEMENT OF ACCOUNTS – YEAR ENDING 31 MARCH, 2019 – SUBJECT TO AUDIT

Richard Paver, GMCA Treasurer introduced the Annual Statement of Accounts, Year ended 31 March 2019 and highlighted areas of specific interest to members.

A number of revised pages of the accounts were circulated to members reflecting the changes needed to reflect pension valuation changes following recent legal cases and a number of reclassifications of income and expenditure

RESOLVED/-

1) To note the unaudited annual accounts 2018/19, together with the amendments tabled at the meeting.

2) That Richard Paver, GMCA Treasurer together with the Chair of the Audit Committee be authorised to sign off the accounts, subject to there being no major amendments.

AC/19/60 GMCA ROUTINE AUDIT ENQUIRIES LETTERS – DRAFT RESPONSES TO EXTERNAL AUDITOR

Richard Paver, GMCA Treasurer, presented Members with information as part of the audit of the accounts. The External Auditor had requested information from the GMCA Treasurer and the Chair of the Audit Committee in respect of financial accounting arrangements, the risks of fraud and compliance with laws and regulations. Members noted that letters had been produced in response to this request and these had been submitted to Mazars.

RESOLVED/-

1) That the responses to the External Auditor from the GMCA Treasurer and the Chair of the Audit Committee in relation to the GMCA routine audit enquiry letters be noted.

AC 19/61 INTERNAL AUDIT PROGRESS REPORT

The Head of Internal Audit and Assurance presented a report, which provided Members with progress to date on the delivery of the Internal Audit Plan. The report also serves as a mechanism to approve and provide a record of changes to the internal audit plan.

RESOLVED/-

That the Internal Audit progress report be noted.

AC/19/62 FORWARD PLAN 2019/20

The Head of Internal Audit and Assurance presented a report, which proposed a schedule of business of the Audit Committee and the papers it can expect to receive at each meeting in its calendar. Further items would be added as needed and the attached schedule should be used as a guide to help the committee undertake its role. It is proposed that the schedule is brought to every meeting for information and reviewed and updated annually at the AGM in June.

RESOLVED/-

1) That the Forward Plan 2019/20 be received and noted.

AC 19/63

DATES OF FUTURE MEETINGS

RESOLVED/-

- 1) That future meetings of the Audit Committee to take place in October 2019, January and April, 2020.