

**West Midlands Combined Authority – Decisions taken by the Audit, Risk & Assurance Committee on Friday 17 November 2017**

<b>Agenda Item No</b>	<b>Item</b>	<b>Decision</b>
1.	Apologies for Absence	Apologies for absence were received from Councillor Chambers and Councillor Clark.
2.	Chair's Remarks	Noted.
3.	Declarations of Interest	No declarations of interest were made in relation to matters under consideration at the meeting.
4.	Minutes of the meeting held on 15 September 2017	Agreed.
5.	Matters Arising	Noted.
6.	Forward Plans	An update to be provided on General Data Protection Regulations (GDPR) preparations by the WMCA at the next meeting.
7.	An early insight into the CA and its priorities from the new management team and how ARAC may best contribute	(1) A Governance map that would enable members to identify the relationship and liaison with other Combined Authority committees was to be submitted at the next meeting.  (2) An organisational chart and brief summary for each Management Team post holder to be circulated to members of the committee for information.
8.	Delegation of Statement of Accounts Approval	Approved by Audit, Risk and Assurance Committee (ARAC) members on condition that appropriate training be provided to members to enable them to carry out their responsibilities effectively and satisfactory hand-over planning was made for new ARAC members joining at the end of the approval process.
9.	Grant Thornton - The Annual Audit Letter for the West Midlands Combined Authority	Noted.
10.	Grant Thornton - Progress Report	Noted.

**West Midlands Combined Authority – Decisions taken by the Audit, Risk & Assurance Committee on Friday 17 November 2017**

<b>Agenda Item No</b>	<b>Item</b>	<b>Decision</b>
	and Update Year ended 31 March 2017	
11.	Audit, Risk and Assurance Committee Self-Assessment Exercise	All members of the committee were encouraged to review, complete and return the self-assessment documentation.
12.	WMCA Arm's Length Companies Checklist - Nov 2017	<p>(1) The checklist that was to be used to seek confidence in assurance arrangements for arm's length companies related to the West Midlands Combined Authority was noted and members asked for other points to be considered. Councillor Margaret Bassett proposed a list, which the Clerk was to circulate.</p> <p>(2) The signed checklist should accompany the Annual Governance Letter when it was presented to Audit, Risk and Assurance Committee on an annual basis.</p>
13.	Internal Audit Update	The contents of the latest Internal Audit Report was noted. In future more detailed reports would be shared when the ratio of Amber findings outweighed Green, as well as when there was a Red finding.
14.	Internal Audit Charter Review	The Internal Audit Charter was approved, subject to the consideration of the new management's proposals due to be heard by Audit, Risk and Assurance Committee at the end of January.
15.	Capability and Vacancy Risks and Organisational Development Dashboard	<p>(1) The report was noted. There remained a concern over capability versus aspiration going forward and whether this would mean reduced aspiration or a risk to quality and performance.</p> <p>(2) The committee to receive an update on capability and vacancy risks in respect of aspiration vs capability.</p>

**West Midlands Combined Authority – Decisions taken by the Audit, Risk & Assurance Committee on Friday 17 November 2017**

<b>Agenda Item No</b>	<b>Item</b>	<b>Decision</b>
16.	Exclusion of the Public and Press	Approved.
17.	Devolution Deals Update	Noted.
18.	Commonwealth Games Update	Noted. Members agreed that the continued presence of the Commonwealth Games updates on the Audit, Risk and Assurance Committee agenda could be ceased if and when the Strategic Risk Register carried a clear reference and mitigation for high perception risk activities that may not be under the direct control of the Combined Authority.
19.	Transport for the West Midlands Network Emergency Planning	Noted. The Monitoring Officer had agreed to define the boundaries of the Combined Authority's responsibilities for members of the committee to overcome the risk of confusion between the Combined Authority and Local Authority responsibilities.
20.	Friday 19 January 2018	Noted.