

21 November 2013

To all members of the Audit & Standards Committee:-

Councillors David Wilson (Chair), John Bruce, Bill Grant, Bobby McDill, Pauline McKeever, Alan Moir, Paul Welsh and appointed members Ann Faulds, Tom Hart, Jim McNally and Bill Ure.

Dear Member

Audit & Standards Committee – 29 November 2013

I request your attendance at a meeting of the Strathclyde Partnership for Transport's Audit & Standards Committee to be held at **12.30 pm** on Friday, 29 November, 2013 in the Large Boardroom, seventh floor, Consort House, 12 West George Street, Glasgow for the purpose of considering the undernoted business.

Yours sincerely

Valerie Davidson
Secretary

direct dial: 0141 333 3576

Business

1. Apologies.
2. Declaration of Interest – Members are asked at this stage to declare any interests they may have in any of the items on the agenda. Members making a declaration of interest are reminded of the requirement to disclose the existence and nature of that interest.
3. Minute of previous meeting (copy herewith).
4. Subway follow up reports: Position statement – Report by Assistant Chief Executive (Business Support) (copy herewith).
5. Internal Audit plan 2013/14: Mid-year progress report - Report by Assistant Chief Executive (Business Support) (copy herewith).
6. Systems review of Strathclyde Concessionary Travel Scheme operator payments - Report by Assistant Chief Executive (Business Support) (copy herewith).

7. Systems review of the hiring of agency staff - Report by Assistant Chief Executive (Business Support) (copy herewith).
8. Systems review of overtime documentation and reporting - Report by Assistant Chief Executive (Business Support) (copy herewith).
9. Systems review of changes to creditors standing data - Report by Assistant Chief Executive (Business Support) (copy herewith).
10. Follow-up performance report to November 2013 - Report by Assistant Chief Executive (Business Support) (copy herewith).
11. Corporate Risk Register update – Report by Assistant Chief Executive (Business Support) (copy herewith).
12. Audit Scotland report: Responding to challenges and change - Report by Assistant Chief Executive (Business Support) (copy herewith).
13. Members and Directors Expenses 2013/14 - Report by Assistant Chief Executive (Business Support) (copy herewith).

Contact officers:-

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