

21 June 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 – 28 June 2013

I request your attendance at a meeting of the Strathclyde Partnership for Transport's Audit & Standards Committee to be held at **12.15 pm** on Friday, 28 June 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. Corporate Risk Register update - Report by Assistant Chief Executive (Business Support) (copy herewith).
5. National Fraud Initiative - Report by Assistant Chief Executive (Business Support) (copy herewith).
6. Systems review of creditors payments - Report by Assistant Chief Executive (Business Support) (copy herewith).

7. Location audits – Travel Centre Visits - Report by Assistant Chief Executive (Business Support) (copy herewith).
8. Location Audits – Subway station visits - Report by Assistant Chief Executive (Business Support) (copy herewith).
9. Systems review of HR reporting - Report by Assistant Chief Executive (Business Support) (copy herewith).
10. Systems review of budgetary control - Report by Assistant Chief Executive (Business Support) (copy herewith).
11. Annual Internal Audit opinion and report 2012/2013 - Report by Assistant Chief Executive (Business Support) (copy herewith).
12. Members and Directors expenses 2012/2013 and 2013/2014 - Report by Assistant Chief Executive (Business Support) (copy herewith).

Contact officers:-

**Valerie A Bowen
Kirsten Clubb**

**0141 333 3130
0141 333 3576**

**valerie.bowen@spt.co.uk
kirsten.clubb@spt.co.uk**