

Committee minute



Strathclyde Partnership for Transport

Minute of the Audit & Standards Committee

24 November 2023

held in person at 131 St Vincent Street and via Video Conference

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Minute of the meeting of Strathclyde Partnership for Transport's Audit and Standards Committee held in person at 131 St Vincent Street and via Video Conference* on 24 November 2023

- Present** Councillors Donald Reid (Chair), Malcolm Mitchell*, William Sinclair*, and appointed members Ed McGrachan and Andrew Walters* (from Agenda Item 6)
- Attending** Valerie Davidson, Chief Executive; Neil Wylie, Director; Lesley Aird, Director of Finance & Corporate Support; Iain McNicol, Audit & Assurance Manager; Stuart Paul, Head of Finance and Amy Sullivan, Solicitor.

The Partnership agreed at its meeting of 12 March 2021, following consideration of Standing Order No 14, for the recording of Committee and Partnership meetings, and that such recordings would be made available together with the minute of meetings.

1. Apologies

Apologies were received from Cllrs Alex Allison, William Lennox and Christy Mearns.

2. Declaration of interest in terms of the Ethical Standards in Public Life etc (Scotland) Act 2000

The Committee noted there were no declarations of interest.

3. Minute of previous meeting

[Click here to view the minute](#)

The minute of the meeting of 8 September 2023, having been considered and approved at the Partnership meeting on 29 September 2023 as a correct record, was duly noted.

4. International Fraud Awareness Week 12 to 18 November 2023

[Click here to view the report](#)

There was submitted a paper (issued) advising the Committee of an SPT intranet article relating to International Fraud Awareness Week 12-18 November 2023.

After hearing from Mr McNicol, the Committee noted the SPT intranet article.

5. Corporate Risk Register update

[Click here to view the report](#)

There was submitted a report of 8 November 2023 (issued) by the Chief Executive updating the Committee on the Corporate Risk Register and mitigations to minimise and manage risk.

After hearing from Mr McNicol in response to members' questions, the Committee noted the report and the updated Corporate Risk Register.

6. Regularity audit of the Strathclyde Concessionary Travel Scheme (SCTS) operator payment administration

[Click here to view the report](#)

There was submitted a report (issued) of 1 November 2023 by the Chief Executive providing the Committee on the findings of a regularity audit of SCTS operator payment administration. This engagement was included in the annual Internal Audit plan 2023/2024.

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Note: the findings of this engagement were presented to the Strathclyde Concessionary Travel Scheme Joint Committee as its meeting on 29 September 2023.

After hearing from Mr McNicol and Mr Paul in response to members' questions, the Committee noted the contents of the report and agreed that the Audit and Assurance Manager submit a follow-up report on the implementation of the recommendation to a meeting in approximately six months.

7. Regularity audit of the framework for supporting local bus services

[Click here to view the report](#)

There was submitted a report (issued) of 8 November 2023 by the Chief Executive advising the Committee on the findings of a regularity audit of the framework for supporting local bus services, noting the engagement was included in the annual Internal Audit plan 2023/2024.

After hearing from Mr McNicol in response to members' questions, the Committee noted the contents of the report and agreed that the Audit and Assurance Manager submit a follow-up report on the implementation of the recommendation to a meeting in approximately six months.

8. Systems review of physical access and security arrangements

[Click here to view the report](#)

There was submitted a report (issued) of 8 November 2023 by the Chief Executive advise the Committee on the findings of a systems review of physical access and security arrangements, noting the engagement was included in the annual Internal Audit plan 2023/2024.

After hearing from Mr McNicol in response to members' questions, the Committee noted the contents of the report and agreed that the Audit and Assurance Manager submit a follow-up report on the implementation of the recommendation to a meeting in approximately six months.

9. Core financial systems review of payroll payments administration

[Click here to view the report](#)

There was submitted a report (issued) of 1 November 2023 by the Chief Executive advising the Committee on the findings of a core financial systems review of payroll payments administration, noting the engagement was included in the annual Internal Audit plan 2023/2024.

After hearing from Mr McNicol and Mr Paul in response to members' questions, the Committee noted the contents of the report.

10. Regularity audit of the Public Bodies Climate Change Duties report

[Click here to view the report](#)

There was submitted a report (issued) of 14 November 2023 by the Chief Executive advising the Committee on the findings of a regularity audit of the Public Bodies Climate Change Duties report for 2022/2023, noting the engagement was included in the annual Internal Audit plan 2023/2024.

After hearing from Mr McNicol and Mrs Davidson in response to members' questions, the Committee noted the contents of the report.

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11. Engagement follow-up performance April to November 2023

[Click here to view the report](#)

There was submitted a report (issued) of 6 November 2023 by the Chief Executive advising the Committee on the performance and implementation rate of recommendations from follow-up engagements undertaken between April and November 2023, noting planned resource was included in the annual Internal Audit plan 2023/2024 for follow-up reviews.

After hearing from Mr McNicol, the Committee noted the contents of the report and the implementation rate of the recommendations from assurance engagements previously reported to the Committee.

12. Internal Audit plan 2023/2024 mid-year progress report

[Click here to view the report](#)

There was submitted a report (issued) of 14 November 2023 by the Chief Executive asking the Committee to note the progress made to date in achieving the Internal Audit plan and performance objectives for 2023/2024.

After hearing from Mr McNicol, in response to members' questions, the Committee noted the contents of the report and the progress made to date in achieving the Internal Audit plan and performance objectives for 2023/2024.

13. Members and Directors Expenses 2023/2024

[Click here to view the report](#)

There was submitted a report (issued) of 8 November 2023 by the Director advising the Committee of members and directors expenses to 21 October 2023.

After hearing from Mr Paul, the Committee noted the details of members and directors expenses to 21 October 2023.
