



Audit and Standards Committee work plan 2021/2022

Committee Audit and Standards

Date of meeting 19 February 2021

Date of report 27 January 2021

Report by Assistant Chief Executive

1. Object of report

To provide the committee with a provisional work plan for the 2021/2022 financial year.

2. Background

The Chartered Institute of Public Finance and Accountancy (CIPFA) published practical guidance on the function and operation of audit committees in public bodies. This standard setter guidance states:

'The purpose of an audit committee is to provide to those charged with governance independent assurance on the adequacy of the risk management framework, the internal control environment and the integrity of the financial reporting and annual governance processes.'

The guidance adds that the principal areas where the audit committee can add value are:

- promoting the principles of good governance and their application to decision making;
- raising awareness of the need for sound internal control and contributing to the development of an effective control environment;
- supporting arrangements for the governance of risk and for effective arrangements to manage risks;
- advising on the adequacy of the assurance framework and considering whether assurance is deployed efficiently and effectively;
- reinforcing the objectivity, importance and independence of internal audit and external audit and therefore the effectiveness of the audit functions;
- aiding the achievement of the authority's goals and objectives through helping ensure appropriate governance, risk, control and assurance arrangements;

- supporting the development of robust arrangements for ensuring value for money helping the authority to implement the values of ethical governance, including effective arrangements for countering risks of fraud and corruption;
- promoting measures to improve transparency and accountability and effective public reporting to the authority's stakeholders and the local community.

3. Outline of proposals

Work plan for 2021/2022

The CIPFA guidance suggests that an audit committee should plan outputs in accordance with the principle added value areas of work.

To assist members a provisional Audit and Standards work plan for 2021/2022, is provided to the committee (see Appendix 1).

Note: the provisional work plan can be supplemented with additional reports from assurance providers in accordance with the Audit and Standards Committee Terms of Reference (see Appendix 2).

4. Committee action

The committee is asked to note the contents of this report and the work plan for 2021/2022.

5. Consequences

Policy consequences	<i>In accordance with the Audit and Standards Committee Terms of Reference.</i>
Legal consequences	<i>The Local Authority Accounts (Scotland) Regulations 2014 require an Annual Governance Statement to be included in the Annual Accounts.</i>
Financial consequences	<i>None.</i>
Personnel consequences	<i>None.</i>
Equalities consequences	<i>None.</i>
Risk consequences	<i>None.</i>

Name Valerie Davidson

Name Gordon MacLennan

Title Assistant Chief Executive

Title Chief Executive

For further information, please contact Valerie Davidson, Assistant Chief Executive on 0141 333 3298.

Audit and Standards provisional work plan 2021/2022

Date of meeting	Assurance provider report source			Other planned reports
	Finance	Internal Audit	External Audit	
4 June 2021	Draft 2020/2021 Abstract of Accounts for Strathclyde Partnership for Transport and Strathclyde Concessionary Travel Scheme	Assurance engagement reports	None scheduled	Corporate Risk Register update
		Engagement follow-up performance reports		Audit Scotland report(s)
		Annual Internal Audit opinion and report 2020/2021		Audit & Standards committee annual report 2020/2021
		NFI outcomes 2020/2021		Members and Directors expenses 2021/2022
27 August 2021	Final draft 2020/2021 Abstract of Accounts for Strathclyde Partnership for Transport and Strathclyde Concessionary Travel Scheme	Assurance engagement reports	2020/2021 Annual Audit report to members of Strathclyde Partnership for Transport, the Strathclyde Concessionary Travel Scheme Joint Committee and Controller of Audit	Corporate Risk Register update
		Engagement follow-up performance reports		Cyber resilience framework update
				Audit Scotland report(s)
				Members and Directors expenses 2021/2022
26 November 2021	None scheduled	Assurance engagement reports	None scheduled	Corporate Risk Register update
		Engagement follow-up performance reports		Audit Scotland report(s)
		Internal Audit plan 2021/2022 Mid-year progress report		Members and Directors expenses 2021/2022
18 February 2022 (provisional)	None scheduled	Assurance framework update	Strathclyde Partnership for Transport, the Strathclyde Concessionary Travel Scheme Joint Committee External Audit plan 2021/2022	Corporate Risk Register update
		Local Code of Corporate Governance update		Audit Scotland report(s)
		Internal Audit plan 2022/2023		Audit & Standards committee work plan 2022/2023
		Assurance engagement reports		Members and Directors expenses 2021/2022
		Engagement follow-up performance reports		

Audit and Standards committee – Terms of Reference

Number of members:	9
Meetings:	Quarterly and as and when required
Quorum:	3 always provided that in order to form a quorum at any meeting of the Partnership, or committee, at least three of the constituent councils must be represented

Subject to the exclusions and limitations to delegation, the compliance with the policies of the Partnership and the requirement to ensure that the appropriate financial provision is available if any decisions are taken which will have any budgetary implications, this committee is authorised:-

1. To consider the effectiveness of the Partnership's risk management arrangements, the control environment and associated anti-fraud and anti-corruption arrangements.
2. To seek assurances that action is being taken on risk-related issues identified by auditors and inspectors.
3. To be satisfied that the Partnership's assurance statements, including the Statement on the System of Internal Financial Control, properly reflect the risk environment and any actions required to improve it.
4. To approve (but not direct) internal audit's strategy plan and monitor performance.
5. To review summary internal audit reports and the main issues arising and seek assurance that action has been taken where necessary.
6. To receive the annual report of internal audit.
7. To consider the Partnership's annual financial statements.
8. To consider the reports of external audit and inspection agencies.
9. To ensure that there are effective relationships between external and internal audit, inspection agencies and other relevant bodies, and that the value of the audit process is actively promoted.
10. To review the financial statements, external auditor's opinion and reports to members, and monitor management action in response to the issues raised by external audit.
11. To promote the delivery by members and officers of high standards of conduct, including scrutiny of the relevant Register of Interests.
12. To promote value for money studies.
13. To promote and monitor financial controls, civic management and corporate governance.
14. To assist members to observe the Code of Conduct in accordance with any guidance issued by the Standards Commission for Scotland.