



Regularity audit of bus infrastructure annual stock count

Committee Audit and Standards

Date of meeting 4 June 2021

Date of report 18 May 2021

Report by Assistant Chief Executive

1. Object of report

To advise the committee on the findings of a regularity audit of bus infrastructure annual stock count. This engagement was included in the annual Internal Audit plan for 2021/2022.

2. Background

Bus infrastructure stock includes components for bus stops, shelters and real-time passenger information (RTPI) displays.

Two contractors hold imprest stock at their premises on behalf of SPT. These arrangements form part of maintenance service level agreements.

The Financial Regulations contained within the governance manual provide guidance on stockholding records.

The objective of this engagement was to review the bus infrastructure annual stock count arrangements.

This engagement tested elements of the internal controls and mitigation against SPT 6: Security, as identified in the corporate risk register.

3. Outline of findings

The Financial Regulations and financial year-end procedure 2020/2021 require bus infrastructure management to complete an annual stocktaking exercise.

The stocktaking process commenced with both contractors providing stock level reports. These reports were matched to SPT records.

A physical stock count was then undertaken on bus stop and shelter components by bus infrastructure officers in March 2021.

Minor adjustments (<1% of stock value) were made to SPT records following the physical stock count.

Engagement testing of this approach and stock records was satisfactory. The auditor did not attend the physical stock count of bus stop and shelter components.

4. Conclusions

The Audit and Assurance team has undertaken a regularity audit of bus infrastructure annual stock count.

Key controls exist and are applied consistently and effectively in the majority of areas tested.

Reasonable assurance can be taken from the bus infrastructure annual stock count arrangements.

5. Committee action

The committee is asked to note the contents of this report.

6. Consequences

Policy consequences	<i>None.</i>
Legal consequences	<i>None.</i>
Financial consequences	<i>None.</i>
Personnel consequences	<i>None.</i>
Equalities consequences	<i>None.</i>
Risk consequences	<i>As detailed in the report.</i>

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Title Assistant Chief Executive

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