

Committee minute



## **Strathclyde Partnership for Transport**

### **Minute of the Audit & Standards Committee**

**25 November 2022**

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

**contact:**

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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 25 November 2022**

<b>Present</b>	Councillors Donald Reid (Chair), William Lennox*, Lawrence O'Neill, William Sinclair* and appointed members Jenna Dickson*, Ed McGrachan and Andrew Walters*
<b>Attending</b>	Valerie Davidson, Chief Executive; Neil Wylie, Director of Finance & Corporate Support; Antony Smith, Director of Subway; Iain McNicol, Audit & Assurance Manager; Stuart Paul, Chief Accountant; Paul-Scott Wiggins, Head of Service Operations & Security and Jim Griffin, Senior 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 Councillors Christy Mearns and Duncan Townson.

**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 9 September 2022, having been considered and approved at the Partnership meeting on 30 September 2022 as a correct record, was duly noted.

**4. Corporate Risk Register update**

[Click here to view the report](#)

There was submitted a report of 2 November 2022 (issued) by the Chief Executive updating the Committee on the Corporate Risk Register and mitigations to minimise risk.

After hearing from Mr McNicol and Mr Wylie, the Committee noted the contents of the report, the updated Corporate Risk Register and that SPT11: Current economic conditions would be reviewed prior to the next meeting.

**5. St Enoch Subway station ticket office: controls report**

[Click here to view the report](#)

There was submitted a report (issued) of 25 November 2022 by the Chief Executive providing the Committee with the findings of a controls report on St Enoch Subway station ticket office.

After hearing from Mr McNicol, Mr Wiggins and Mr Smith in response to members' questions, particularly relating to the circumstances of the event under investigation and hearing that Subway staff briefings on ticket office controls were due to commence, the Committee noted the contents of the report and agreed that Mr McNicol would submit a follow up report on the implementation of the recommendations to a meeting in approximately six months.

**6. Subway Maintenance equipment and materials: controls report**

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There was submitted a report (issued) of 2 November 2022 by the Chief Executive providing the Committee with the findings of a controls report on Subway Maintenance equipment and materials.

After hearing from Mr McNicol, Mr Smith, Mr Wiggins and Mr Wylie in response to members' questions, particularly relating to the details of the circumstances under review, the Committee noted the contents of the report and agreed that Mr McNicol would submit a follow up report on the implementation of the recommendations to a meeting in approximately six months.

**7. Regularity audit of corporate uniform replacement**

[Click here to view the report](#)

There was submitted a report (issued) of 5 October 2022 by the Chief Executive advising the Committee on the findings of a regularity audit of corporate uniform replacement.

After hearing from Mr McNicol, the Committee noted the contents of the report, which would be considered as part of the re-tendering exercise and agreed that Mr McNicol would submit a follow up report on the implementation of the recommendations to a meeting in approximately six months.

**8. Regularity audit of ticketing refund process**

[Click here to view the report](#)

There was submitted a report (issued) of 14 November 2022 by the Chief Executive advising the Committee on the findings of a regularity audit of ticketing refund process.

After hearing from Mr McNicol that the increase of refunds was due to travel restrictions during the pandemic, the Committee noted the contents of the report and agreed that Mr McNicol would submit a follow up report on the implementation of the recommendation to a meeting in approximately six months.

**9. Regularity audit of the Public Bodies Climate Change Duties report 2021/2022**

[Click here to view the report](#)

There was submitted a report (issued) of 9 November 2022 by the Chief Executive advising the Committee on the findings of a regularity audit of the Public Bodies Climate Change Duties report 2021/2022.

After hearing from Mr McNicol, the Committee noted the contents of the report.

**10. Engagement follow-up performance April to November 2022**

[Click here to view the report](#)

There was submitted a report (issued) of 2 November 2022 by the Chief Executive advising the Committee on the performance and implementation rate of recommendations from follow-up engagements undertaken between April and November 2022.

After hearing from Mr McNicol and noting the 100% implementation rate of the recommendations from assurance engagements previously reported to the Committee, the Committee noted the contents of the report.

**11. Internal Audit plan 2022/2023 mid-year progress report**

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[Click here to view the report](#)

There was submitted a report (issued) of 9 November 2022 by the Chief Executive requesting the Committee note the progress made to date in achieving the Internal Audit plan and performance objectives for 2022/223.

After hearing from Mr McNicol, the Committee noted the contents of the report and the good progress made to date in achieving the Internal Audit plan and performance objectives for 2022/2023.

## **12. Audit Scotland report: Scotland's councils' approach to addressing climate change**

[Click here to view the report](#)

There was submitted a report (issued) of 5 October 2022 by the Chief Executive advising the Committee on the issue of an Audit Scotland report titled 'Scotland's councils' approach to addressing climate change' and outlining the key messages and implications for SPT contained therein.

After hearing from Mr McNicol and Mrs Davidson who confirmed SPT was engaging with external advisers on a revised Carbon Management Plan and the need for clarity to ensure a consistent approach for carbon accounting, the Committee noted the contents of the report and the Audit Scotland report titled 'Scotland's councils' approach to addressing climate change'.

## **13. Audit Scotland report: Scotland's public finances: Challenges and risks**

[Click here to view the report](#)

There was submitted a report (issued) of 17 November 2022 by the Chief Executive advising the Committee on the issue of an Audit Scotland report titled 'Scotland's public finances: Challenges and risks' and outlining the key messages and implications for SPT contained therein.

After hearing from Mr McNicol, the Committee noted the contents of the report and the Audit Scotland report titled 'Scotland's public finances: Challenges and risks'.

## **14. Members and Directors Expenses 2022/2023**

[Click here to view the report](#)

There was submitted a report (issued) of 10 November 2022 by the Director of Finance & Corporate Support advising the Committee of members and directors expenses to 22 October 2022.

After hearing from Mr Paul in response to members' questions, the Committee noted the details of members and directors expenses to 22 October 2022.

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