

## **Strathclyde Partnership for Transport**

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

**18 February 2022**

held on a hybrid basis by video conference and at 131 St Vincent Street, Glasgow

**contact:**

Pamella Lawrence [Pamella.Lawrence@spt.co.uk](mailto:Pamella.Lawrence@spt.co.uk)

**Minute of the meeting of Strathclyde Partnership for Transport's Audit and Standards Committee held on a hybrid basis by video conference and at 131 St Vincent Street, Glasgow on 18 February 2022**

**Present** Councillors Marie McGurk (Chair), Colin Cameron, Maureen Devlin, and David Shearer and appointed members Ed McGrachan and George Hazel.

**Attending** Valerie Davidson, Chief Executive; Neil Wylie, Director of Finance & Corporate Support; Iain McNicol, Audit & Assurance Manager; Stuart Paul, Chief Accountant; Jim Griffin, Solicitor and Karen Jones of Azets (External Auditors).

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 Cochrane and Finn.

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

Appointed member George Hazel advised that he was currently engaged in a piece of transport related consultancy work with North Ayrshire Council.

**3. Minute of previous meeting**

[Click here to view the minute](#)

With reference to the last meeting, Mr McNicol advised the Committee that further to the request made by members, presentational changes had been made to Items 5 and 17.

Thereafter the minute of the meeting of 26 November 2021, having been considered at the Partnership meeting of 17 December 2021, was submitted and approved as a correct record.

**4. External Audit Plan 2021/222**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Chief Executive advising the Committee of the External Audit Plan for 2021/22 from Azets, SPT's external auditors.

After having heard from Ms Jones and Mr Paul in response to members' questions, the Committee noted the details of the External Audit Plan for 2021/22.

**5. Corporate Risk Register update**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support updating the Committee on the Corporate Risk Register and mitigations to minimise risk.

After having heard from Mr McNicol, the Committee noted the contents of the report and the updated Corporate Risk Register.

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**6. Assurance framework update**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support providing the Committee with an updated report on the assurance framework within SPT from internal and external sources, and recommending that the Committee noted the current position.

After having heard from Mr McNicol, the Committee noted the contents of the report and the assurance framework map, as at January 2022.

**7. Local Code of Corporate Governance update**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support updating the Committee on the arrangements for the production of the Annual Governance Statement for 2021/2022 and the Local Code of Corporate Governance used to inform this statement.

After having heard from Mr McNicol, the Committee noted the arrangements for the production of the Annual Governance Statement for 2021/2022 and the summary of documents to support the Local Code of Corporate Governance with an action plan for 2022/2023 at Appendix 1 of the report.

**8. Regularity audit of the use of pooled vehicles**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support advising the Committee on the findings of the regularity audit of the use of pooled vehicles. This engagement was included in the annual Internal Audit plan 2021/2022 after consider of the Audit Scotland national report "*Fraud and Irregularity 2021*".

After having heard from Mr McNicol, the Committee:

- (i) noted the contents of the report and the three recommendations; and
- (ii) agreed that the Audit and Assurance Manager submits a follow-up report on the implementation of the recommendations to a meeting in approximately six months.

**9. Core financial system review of budgetary control**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support advising the Committee on the findings of a core financial system review of budgetary control. This engagement was included in the annual Internal Audit plan 2021/2022.

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

**10. Regularity audit of bus station facilities administration**

[Click here to view the report](#)

There was submitted and noted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support providing the Committee with the findings of the regularity audit of bus station facilities administration. This engagement is included in the annual Internal Audit plan for 2021/2022.

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

#### **11. Regularity audit of Subway station office administration**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support advising the Committee on the findings of the regularity audit of Subway station office administration. This engagement is included in the annual Internal Audit plan for 2021/2022.

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

#### **12 Audit and Standards Committee annual report 2021/2022**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support providing an annual report on the work of the Audit & Standards Committee in 2021/2022 and recommending, if appropriate, that the report should be considered by the Partnership at its meeting of 18 March 2022.

Cllr Cameron, supported by the Audit & Standards Committee Chair, expressed thanks to SPT officers for their contributions and assistance in the period of the Partnership since 2017 and after hearing from Mr McNicol, specifically on the work of the last year, the Committee:

- (i) noted the Audit and Standards committee annual report 2021/2022; and
- (ii) recommended the report be considered at the next Partnership meeting of 18 March 2022.

#### **13 Public reporting complaints statistics – Quarter 3 2021/2022**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support providing the Committee with the complaints statistics for Quarter 3 of 2021/2022, noting that the detail was also presented to the Operations Committee at its meeting of 28 January 2022.

After having heard from Mr McNicol and Mr Wylie in response to members' questions and noting the percentage of complaints outwith SPT's control had increased, the Committee noted the level of complaints received in the context of the volume of service provided.

Cllr Shearer expressed his thanks to all SPT officers for ensuring an efficient complaint system was in place.

#### **14 Members and Directors Expenses 2021/22**

[Click here to view the report](#)

There was submitted a report (issued) of 2 February 2022 by the Director of Finance & Corporate Support advising the Committee of members and directors expenses to 15 January 2022.

After having heard from Mr Wylie, the Committee noted the details of members and directors expenses to 15 January 2022.

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