

PERFORMANCE & AUDIT COMMITTEE

**REMOTE MEETING VIA MS OFFICE TEAMS
 ON TUESDAY 13 SEPTEMBER 2022
 3.00pm – rescheduled from Friday 9th September 2022**

PRESENT:	<u>Name</u>	<u>Organisation Title</u>
	Councillor Imrie (Chair)	Midlothian Council
	Councillor Pattle	West Lothian Council
	Councillor Arthur (A1-A6)	City of Edinburgh Council
	Councillor Glen	Fife Council
	Simon Hindshaw	Non-Councillor Member
	Doreen Steele	Non-Councillor Member
	Callum Hay	Non-Councillor Member
	John Scott	Non-Councillor Member
IN ATTENDANCE:	<u>Name</u>	<u>Organisation Title</u>
	Cheryl Fergie	SEStran
	Jim Grieve	SEStran
	Anna Herriman	SEStran
	Karen Jones	Azets
	Sam Johnston	Azets
	Iain Shaw	City of Edinburgh Council
	Natalie Le Couteur	City of Edinburgh Council

The meeting observed a one-minute silence in memory of HM Queen Elizabeth II.

Action by

A1. ORDER OF BUSINESS

It was confirmed that there was no change to the order of business.

A2. APOLOGIES

Councillor Fiona Law.

A3. DECLARATION OF INTERESTS

None.

A4. EXTERNAL AUDIT ANNUAL REPORT 2021/22

The findings arising from the Partnership's 2021/22 external audit were provided.

There were no qualifications to the draft audit certificate. The Auditor's draft opinion stated that the financial statements presented a true and fair view of the Partnership at 31st March 2022 and its income and expenditure for the year then ended.

Decision

- 1) To note the draft Annual Audit Report to members of South East of Scotland Transport Partnership and the Controller of Audit.
- 2) To refer the Annual Audit Report to the meeting of the Partnership Board on 23rd September 2022.

(Reference – report by the Treasurer, submitted)

A5. AUDITED ANNUAL ACCOUNTS 2021/2022

The audited annual accounts for the year ended 31 March 2022 were presented.

Decision

- 1) To note the audited accounts and the Auditor's opinion in the audit certificate.
- 2) To refer the Audited Annual Accounts to the Partnership Board for approval.
- 3) To agree that a note within the covering report was included by the Treasurer, to assist with members' understanding of the pension liability.

(Reference – report by the Treasurer, submitted)

A6 RTP REVENUE FUNDING

Members considered a report providing information of SEStran's response to a survey by Transport Scotland (TS) into how revenue grant was allocated between Scotland's seven Regional Transport

Partnerships (RTPs).

Decision

- 1) To note the RTP funding survey response at Appendix 1 of the report, which would be presented for noting at the next meeting of the Partnership Board on 23rd September 2022.
- 2) To note the context of planned and potential reductions to revenue grant as summarised in paragraph 2.3 of the report.
- 3) To request a report on the probable benefits of SEStran working with bus operators at a regional level on behalf of its partner authorities.

(Reference – report by the Partnership Director, submitted)

A7. PROJECTS PERFORMANCE REPORT

Details were provided on progress over the last quarter across SEStran's projects and key work streams. Impacts on progress of delivery were explained where required.

Decision

- 1) To note progress recorded in the past quarter, summarised in the attached Appendix 1 of the report, prior to onwards reporting to the Board.
- 2) To agree that further details be provided to the membership of the Performance and Audit Committee concerning Project 3: SEStran Strategic Network.
- 3) To agree that more performance and take up metrics for the GO SEStran app should be included in future reports.
- 4) To agree that officers would investigate if, or how, percentage completion data metrics showing a return on investment and reporting against outcomes might be included in the reporting template.

(Reference – report by the Senior Partnership Manager, submitted)

A8. DRAFT ANNUAL REPORT 2021/22

The draft Annual Report for 2021/22 was presented. Comment was invited from the Committee in advance of presentation to the Partnership Board.

Decision

- 1) To note the draft Annual Report 2021/22.
- 2) To amend the report to remove the italics to ensure legibility for those with visual impairments.

(Reference – report by the Partnership Director, submitted)

A9. DATE OF NEXT MEETING

10.00am on Friday 18th November 2022.