

Audit and Assurance Committee



Date: 17 December 2014

Item: Actions List

This paper will be considered in public

1 Summary

1.1 This paper informs the Committee of progress against actions agreed at previous meetings.

2 Recommendation

2.1 **The Committee is asked to note the Actions List.**

List of appendices to this report:

Appendix 1: Actions List

List of Background Papers:

Minutes of previous meetings of the Committee

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Audit and Assurance Committee Actions List (reported to 17 December 2014 meeting)

Actions from Previous Meeting

Minute No.	Item/Description	Action By	Target Date	Status/note
140/10/14	<p>Matters Arising and Actions List Steve Wright to raise the issue of UKAS accreditation for potential suppliers at the next Rail and Underground Panel (119/06/14).</p> <p>Consideration to be given to the drafting of the accounts for next year on presentation aspects including remuneration. (123/06/14)</p>	<p>Steve Wright</p> <p>Andrew Pollins</p>	<p>Rail and Underground Panel meeting of 12 February 2015</p> <p>Meeting of 4 March 2015</p>	<p>This action will be referred to the next meeting of the Rail and Underground Panel.</p> <p>Scheduled.</p>
142/10/14	<p>External Audit Plan TfL, TTL and Subsidiaries – Year Ending 31 March 2015 That the Director of Customer Experience attend the next meeting to discuss issues of security and data compliance in relation to contactless payments.</p>	Shashi Verma	Meeting of 17 December 2014	On agenda. Completed.
149/10/14	<p>Cyber Security A further report to be submitted to a future meeting of the Committee.</p>	Steve Townsend	Meeting of 4 March 2015	On Forward Plan.
151/10/14	<p>Strategic Risk Management Update – Quarter 1 That the weighting given to the high impact risks would be more clearly reflected in future reports.</p>	Andrew Pollins	Meeting of 4 March 2015	On Forward Plan. Information to be included in the next Quarter 2 report.

Minute No.	Item/Description	Action By	Target Date	Status/note
154/10/14	<p>National Fraud Initiative 2012/13 Update Further information on the figures for Blue Badge Congestion Charge exceptions be provided.</p>	Brian Davey	By meeting of 17 December 2014	<p>The Audit Commission identified 3,686 Blue Badge accounts with a deceased account holder, based on live data extracted in October 2012 (the figure in the appendix to the original report). Of these, 1,018 have subsequently expired at the end of their two year period and were not renewed. Therefore the Congestion Charging team is investigating 2,668 matches, the figure in paragraph 4.3 of the original report.</p> <p>Each Congestion Charging account has an account holder. The deceased data is matched to the account holder, not nominated vehicles.</p>
	Benchmarking information on the National Fraud Initiative to be included in future reports.	Brian Davey	Meeting of 4 March 2015	To be incorporated into the report. Scheduled.

Outstanding Actions from Previous Meetings

Minute No.	Item/Description	Action By	Target Date	Status/note
113/06/14	<p>Matters Arising and Actions List Steve Wright to meet with the Head of Engineering at Dial-A-Ride to discuss the vehicle maintenance schedule.</p>	Clive Walker	Following the meeting	In progress.

Minute No.	Item/Description	Action By	Target Date	Status/note
123/06/14	<p>TfL Statement of Accounts for the Year Ended 31 March 2014</p> <p>For future years, officers to consider using graphical representations as part of Section 5 (Remuneration) and review how operational expenditure across the business was represented, to provide further clarity on the differences between contractual arrangements within different areas of the business.</p> <p>A review of the completeness of TfL's property asset register to be added to the Audit Plan for 2015/16.</p>	<p>Vernon Everitt</p> <p>Clive Walker</p>	<p>16 June 2015 meeting</p> <p>4 March 2015 meeting</p>	<p>On-going.</p> <p>On Forward Plan.</p>
128/06/14	<p>Half Yearly Fraud Report</p> <p>Further detailed information to be included in future reports on the outcomes of closed fraud activity.</p>	Rob Brooker	17 December 2014 meeting	On agenda. Completed.