

## Audit and Assurance Committee Actions List

### Outstanding Actions from the Last Meeting

Minute No.	Item/Description	Action By	Target Date	Status/note
27/06/13	<b>Internal Audit Quarter 4 Report 2012/13</b> Relevant extracts from the audit reports would be used for submission to the Safety and Sustainability Panel to ensure greater visibility.	Clive Walker	16 July Panel meeting	Completed
28/06/13	<b>Internal Audit Annual Report 2012/13</b> Officers to raise the profile of the Internal Audit Customer Feedback Form to encourage an improved return rate.	Clive Walker	On going	In progress
30/06/13	<b>Crossrail Audit Committee</b> Members to be provided with a copy of the Internal Audit Annual Report for Crossrail, which had been presented to the most recent meeting of the Crossrail Audit Committee, held since the dispatch of the papers.	Clive Walker	Following the meeting	Circulated. Completed. <a href="http://www.crossrail.co.uk/assets/library/document/c/original/crl_annual_report_and_financial_statements_year_ended_31_march_2013_.pdf">http://www.crossrail.co.uk/assets/library/document/c/original/crl_annual_report_and_financial_statements_year_ended_31_march_2013_.pdf</a>

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<b>C05/06/13</b>	<p><b>Legal Compliance Report (October 2012 – March 2013)</b> Members to be provided with clarification as to whether other towers, apart from the TfL Head Office Portfolio, had been checked and found to be compliant with the HSE requirements for safe access when working at height.</p> <p>Members to be provided with a post meeting note as to why the number of inquests appeared to have reduced.</p>	Howard Carter  Howard Carter	-	<p>All sites have been checked with regard to staff and contractors working at heights to ensure compliance with HSE requirements.</p> <p>During the period of April 2012 to September 2012 there were a significant amount of inquests reported due to a backlog of 50 out of 55 inquest cases dating from 2008 - 2011 being concluded. Now that the backlog has largely been cleared the numbers of inquests reported have reduced.</p> <p>Changes in the law earlier this year now require Coroners to hold inquests within six months of the death unless it is not reasonably practicable to do so.</p>
<b>C07/03/13</b>	<p><b>National Fraud Initiative Update</b> Simon Bicknell to seek an update with Crossrail and Tube Lines on their high priority matches.</p>	David Goldstone	-	Update provided in the report on the agenda. Completed.

### Outstanding Actions from Previous Meetings

Minute No.	Item/Description	Action By	Target Date	Status/note
<b>10/03/13</b>	<p><b>Integrated Assurance Plan 2013/14</b> That further consideration be given to including some specific work on industrial relations in the 2014/15 plan.</p>	Clive Walker	March 2014	Scheduled