

## Audit and Assurance Committee



**Date:** 13 July 2017

**Item:** Actions List

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**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 13 July 2017 meeting)

### Actions from last meeting

Minute No.	Item/Description	Action By	Target Date	Status/note
06/03/17	<p><b>Internal Audit Reports Quarter 2 and 3 2016/17</b> Future reports to include a summary of the number of priority 1, 2 and 3 internal audit recommendations for each audit.</p>	Clive Walker	13 July 2017 meeting.	Incorporated into report on agenda. Completed.
	<p>The issues identified in the audit relating to Victoria Coach Station to be highlighted in the appropriate report to the next meeting of the Safety, Sustainability and Human Resources Panel.</p>	Clive Walker	Next appropriate meeting.	To be included in a report to the Safety, Sustainability and Human Resources Panel meeting of 26 June 2017. Completed.
07/03/17	<p><b>Management Actions Report</b> In future, management actions to be incorporated into the internal audit quarterly reports rather than being a separate paper.</p>	Clive Walker	13 July 2017 meeting.	Incorporated into report on agenda. Completed.
09/03/17	<p><b>Integrated Assurance Plan 2017/18</b> The Plan to more clearly differentiate between strategic and compliance audits in the revised version.</p>	Clive Walker	11 October 2017.	On Forward Plan.
	<p>The timescale for the publication and consideration of the Independent Investment Programme Advisory Group review to be confirmed.</p>	Ian Nunn	13 July 2017 meeting.	Report on agenda. Completed.

Minute No.	Item/Description	Action By	Target Date	Status/note
11/03/17	<p><b>Strategic Risk Management Update</b> The Committee to review strategic risks on an annual basis, and the next review to take place at a workshop following the meeting scheduled for 11 October 2017.</p>	Ian Nunn	11 October 2017 meeting.	On Forward Plan.
12/03/17	<p><b>National Fraud Initiative Update</b> That future reports be annual and subject to exceptional reporting only.</p>	Brian Davey	6 March 2018 meeting.	On Forward Plan.
13/03/17	<p><b>Half Yearly Fraud Report 2016/17</b> Members requested further information on numbers of staff undertaking the on-line fraud awareness training across the organisation.</p> <p>The Committee was updated on an on-going, complex fraud case and it was agreed that Members would be kept informed of progress and findings from an audit to ensure that control issues associated with the case had been properly remediated would be submitted to a future meeting.</p>	<p>Rob Brooker</p> <p>Ian Nunn</p>	<p>13 July 2017 meeting.</p> <p>13 July 2017 meeting.</p>	<p>Incorporated into report on agenda. Completed.</p> <p>Oral update to be provided at the meeting.</p>
	<p><b>Cyber Security Update</b> That the residual rating and target rating of cyber security in the risk register be reviewed.</p> <p>That TfL's position on insurance in relation to cyber security be confirmed.</p>	<p>Ian Nunn</p> <p>Shashi Verma</p>	<p>13 July 2017 meeting.</p> <p>13 July 2017 meeting.</p>	<p>Report on agenda. On-going.</p> <p>Head of Group Insurance Transformation is carrying out a full review of Insurance cover including Terrorism and Cyber Security.</p>

<b>Minute No.</b>	<b>Item/Description</b>	<b>Action By</b>	<b>Target Date</b>	<b>Status/note</b>
17/03/17	<b>Legal Compliance Report (1 April – 30 September 2016)</b> The statistical presentation in the reports would be reviewed for future reporting.	Howard Carter	13 July 2017 meeting.	Incorporated into report on agenda. Completed.
18/03/17	<b>Register of Gifts and Hospitality for Members and Senior Staff</b> That future reports include figures on the recorded number of offers and gifts refused, as well as those accepted.	Howard Carter	13 July 2017 meeting.	Incorporated into report on agenda. Completed.

#### **Actions from previous meetings**

<b>Minute No.</b>	<b>Item/Description</b>	<b>Action By</b>	<b>Target Date</b>	<b>Status/note</b>
52/10/16	<b>Effectiveness Review of the External Auditors</b> Committee Members to be included as part the process of the assessment of auditor performance.	Ian Nunn	11 October 2017 meeting.	To be incorporated into the next review. On Forward Plan.