

# Agenda

**Meeting: Audit and Assurance Committee**

**Date: 4 October 2012**

**Time: 10.00am**

**Place: Meeting Rooms 1 and 2, Ground Floor, Palestra, 197 Blackfriars Road, London, SE1 8NJ**

## Members of the Committee

Keith Williams, Chair  
Patrick O'Keeffe, Vice Chair  
Charles Belcher

Baroness Grey-Thompson  
Steve Wright

This meeting will be open to the public. There is access for disabled people and induction loops are available.

## Further Information

Copies of the papers and any attachments may be found at  
<http://www.tfl.gov.uk/corporate/about-tfl/boardandchiefexecutives/papers/1438.aspx>

If you have questions, would like further information about the meeting or require special facilities please contact: Shamus Kenny, Head of Secretariat; telephone: 020 7126 4190; email: [ShamusKenny@tfl.gov.uk](mailto:ShamusKenny@tfl.gov.uk)

For media enquiries please contact the TfL Press Office; telephone: 0845 604 4141; email: [PressOffice@tfl.gov.uk](mailto:PressOffice@tfl.gov.uk)

Howard Carter, General Counsel  
26 September 2012

**Audit and Assurance Committee  
Thursday 4 October 2012**

**Agenda Part 1**

**1. Apologies for Absence and Chair's Announcements**

**2. Declarations of Interests**

General Counsel

**Members are reminded that any interests in a matter under discussion must be declared at the start of the meeting, or at the commencement of the item of business.**

**Members must not take part in any discussion or decision on such a matter and, depending on the nature of the interest, may be asked to leave the room during the discussion.**

**3. Minutes of the meeting of the Audit and Assurance Committee held on 15 June 2012**

General Counsel

**The Committee is asked to approve the minutes of the previous meeting of the Audit and Assurance Committee and authorise the Chair to sign them.**

**4. Matters Arising and Actions List**

General Counsel

**The Committee is asked to note the updated actions list.**

**5. Audit and Assurance Committee Work Plan 2012/13**

Director of Internal Audit

**The Committee is asked to note the report.**

**External Audit Items**

**6. Annual Audit Letter 2011/12**

Chief Finance Officer

**The Committee is asked to note the report.**

**7. External Audit Plan TfL, TTL and Subsidiaries –  
Year Ending 31 March 2013**

Chief Finance Officer

**The Committee is asked to note the plan.**

**8. External and Internal Audit Protocol**

Director of Internal Audit

**The Committee is asked to note the report.**

**Internal Audit Matters**

**9. Management Actions Report**

Director of Internal Audit

**The Committee is asked to note the report.**

**10. Internal Audit Quarter 1 Report 2012/13**

Director of Internal Audit

**The Committee is asked to note the report.**

**11. Crossrail Audit Committee**

Director of Internal Audit

**The Committee is asked to note the report.**

**Accounting and Governance**

**12. Draft Local Audit Bill**

Chief Finance Officer

**The Committee is asked to note the paper.**

**13. Risk Management Update**

Chief Finance Officer

**The Committee is asked to note the paper.**

**14. Any Other Business the Chair Considers Urgent**

The Chair will state the reason for urgency of any item taken.

**15. Date of Next Meeting**

Friday 7 December 2012 at 10.00am.

**16. Exclusion of Press and Public**

The Committee is recommended to agree to exclude the press and public from the meeting, in accordance with paragraphs 5 and 7 of Schedule 12A to the Local Government Act 1972 (as amended), in order to consider the following items of business.

**Agenda Part 2**

Papers containing supplemental confidential or exempt information not included in the related item on Part 1 of the agenda.

**External Audit Matters**

**17. Effectiveness Review of the External Auditors**

Chief Finance Officer

The Committee is asked to note the report.