



# Agenda

**Meeting: Audit and Assurance Committee**

**Date: Wednesday 18 December 2013**

**Time: 10.00am**

**Place: Conference Room 1, Palestra,  
London, SE1 8NJ**

## Members of the Committee

Keith Williams, Chair  
Steve Wright, Vice Chair  
Richard Barnes

Charles Belcher  
Brian Cooke  
Baroness Grey-Thompson DBE

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: Sue Riley, Secretariat Officer; telephone: 020 7983 4390; email: [SueRiley@tfl.gov.uk](mailto:SueRiley@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  
10 December 2013

**Audit and Assurance Committee  
Wednesday 18 December 2013**

**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 1 October 2013**

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.**

**External Audit Items**

**5. External Audit Plan TfL, TTL and Subsidiaries – Year Ending 31 March 2014**

Chief Finance Officer

**The Committee is asked to note KPMG's plan.**

**6. KPMG Report on Non Audit fees for Six Months Ended 30 September 2013**

Chief Finance Officer

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

## **Internal Audit Matters**

### **7. Management Actions Report**

Director of Internal Audit

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

### **8. Internal Audit Quarter 2 Report 2013/14**

Director of Internal Audit

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

### **9. Internal Audit Strategy 2013**

Director of Internal Audit

**The Committee is asked to note and comment on the Strategy.**

## **Accounting and Governance**

### **10. Changes in Legislation and Accounting Standards Impacting on TfL**

Chief Finance Officer

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

### **11. Update on the Procurement of External Audit Services**

Chief Finance Officer

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

### **12. Strategic Risk Management Quarter 2 2013/14**

Chief Finance Officer

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

### **13. National Fraud Initiative 2012/13 Update**

Chief Finance Officer

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

**14. Half Yearly Fraud Report 2013/14**

Director of Internal Audit

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

**15. Personal Data Disclosure to the Police and Other Law Enforcement Agencies**

Director of Community Safety, Enforcement and Policing

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

**16. Legal Compliance Report (1 April 2013 – 30 September 2013)**

General Counsel

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

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

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

**18. Date of Next Meeting**

**Wednesday 5 March 2014**

**19. 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 on or in the related item on Part 1 of the agenda.**

### **20. Minutes of the Meeting of the Audit and Assurance Committee held on 1 October 2013**

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.**

### **21. Matters Arising**

### **22. Strategic Risk Management Quarter 2 2013/14**

Chief Finance Officer

**Exempt supplemental information relating to the item on Part 1.**

### **23. National Fraud Initiative Update 2012/13 – Appendix**

Chief Finance Officer

**Exempt supplemental information relating to the item on Part 1.**

### **24. Half Yearly Fraud Report 2013/14**

Director of Internal Audit

**Exempt supplemental information relating to the item on Part 1.**

### **25. Personal Data Disclosure to the Police and Other Law Enforcement Agencies**

Director of Community Safety, Enforcement and Policing

**Exempt supplemental information relating to the item on Part 1.**

### **26. Legal Compliance Report (1 April 2013 – 30 September 2013)**

General Counsel

**Exempt supplemental information relating to the item on Part 1.**