

**Date: 21 September 2022**

**Item: Matters Arising, Actions List and Use of Delegated Authority**

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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 and any use of delegated authority via Chair's Action since the last meeting on 6 June 2022.
- 1.2 There has been one use of Chair's Action since the last meeting, in relation to the TfL Scorecard 2021/22.

**2 Recommendation**

- 2.1 **The Committee is asked to note the Actions List and the Use of Chair's Action.**

**3 Use of Chair's Action**

- 3.1 Under Standing Order 113, in situations of urgency, the Board delegates to each of the Committee Chairs of any Committee or Panel the exercise of any functions of TfL on its behalf, including the appointment of Members to Committees and Panels. Any use of Chair's Action is reported to the next ordinary meeting.

**TfL Scorecard 2021/22**

- 3.2 On 25 May 2022, the Committee received a paper seeking Chair's Action in relation to the TfL Scorecard 2021/22 outturn assurance process. The scorecard is one of the key tools to ensure that the Business Plan is achieved. It focuses on the critical success factors for the year; keeping TfL on track to deliver the plans and provides an objective method for measuring success.
- 3.3 On 27 May 2022, the Chair, following consultation with available Members, noted the paper and signed off the end of year results against the 2021/22 scorecards.
- 3.4 The use of Chair's Action was considered appropriate as the Committee's agreement and any comments on the Review are required to confirm the content of the Annual Report.

**List of appendices to this report:**

Appendix 1: Actions List

**List of Background Papers:**

Minutes of previous meetings of the Audit and Assurance Committee  
Chair's Action paper issued on 25 May 2022.

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