

Audit and Assurance Committee Actions List (to be reported to the meeting on 5 June 2024)

Actions from the meeting held on 14 March 2024

Minute No.	Item/Description	Action By	Target Date	Status/Note
05/03/24 (1)	<p>Risk and Assurance Quarter 3 (Q3) Report 2023/24</p> <p>To ensure that the acceleration of the decarbonisation of the bus network, as part of Enterprise Risk 1, includes adequate controls and mitigations from concession partners.</p>	Claire Mann	November 2024	An update will be provided to the Safety, Sustainability and Human Resources Panel meeting of 13 November 2024 and shared with Committee Members.
05/03/24 (2)	<p>Risk and Assurance Q3 Report 2023/24</p> <p>An update to be provided on TfL's customer response action plan as a result of significant operational disruptions due to extreme weather, power outages and other similar issues.</p>	Claire Mann	October 2024	An update will be provided to the Customer Service and Operational Performance Panel meeting of 2 October 2024 and shared with Committee Members.
05/03/24 (3)	<p>Risk and Assurance Q3 Report 2023/24</p> <p>All Board Members to be invited to an informal briefing on TfL's risk management in the autumn, which would also be linked to new Board Members' induction.</p>	Secretariat	Autumn 2024	In progress.
07/03/24	<p>Places for London Assurance Update</p> <p>A dashboard of Places for London risks to be included in future reports.</p>	Patrice Locker	5 June 2024 meeting	Completed. Included in the Part 2 report on the agenda for this meeting.
09/03/24	<p>Personal Data Disclosure to Police and Other Statutory Law Enforcement Agencies (2023)</p> <p>Future reports to reference the link between policy areas and disclosure. The overarching policy would be reviewed, and the report would highlight how the policy was used to consider data requests.</p>	Siwan Hayward	12 March 2025 meeting	Scheduled on the forward plan.

Actions from previous meetings:

Minute No.	Item/Description	Action By	Target Date	Status/Note
68/11/23	Legal Compliance Report Any identifiable trends to be highlighted in future reports and any trends in relation to managing Employment Tribunal claims (particularly in relation to diversity and inclusion) to be provided to the Safety, Sustainability and Human Resources Panel.	Andrea Clarke	5 June 2024 meeting	Completed. Information provided in the report on the agenda for this meeting.
49/09/23 (2)	Independent Investment Programme Advisory Group (IIPAG) Quarterly Report: Cost Benchmarking The Bank Station Capacity Upgrade project to be used as a pilot project, in collaboration with the Programme Management Office, for cost benchmarking.	Michael Cooper/ Alison Munro	5 June 2024 meeting	Completed. The Project Management Office has undertaken a review of the Barking Riverside Extension Programme in response to this action. The report and findings will be shared with IIPAG who will provide updates through the quarterly IIPAG reports to this Committee.
47/09/23 (1)	Effectiveness Review of External Auditors: Annual Questionnaire The annual questionnaire to be adapted next year as more suited to Members.	Chris Tann	18 September 2024 meeting	The questionnaire will be reviewed, with input from the Committee Chair, before being issued in 2024.