

TRANSPORT FOR LONDON

AUDIT COMMITTEE

**SUBJECT: FINAL INTERNAL AUDIT REPORTS – QUARTER 3 2010/11**

**DATE: 2 MARCH 2011**

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**1 PURPOSE AND DECISION REQUIRED**

- 1.1 The purpose of this report is to inform the Committee of the final audit reports issued in the third quarter of 2010/11. The Committee is requested to note the report.

**2 BACKGROUND**

- 2.1 There were 27 final reports issued in the quarter including two interim reports that were concluded 'well controlled' and immediately closed as there were no management actions to complete.

**3 RECOMMENDATION**

- 3.1 The Committee is asked to NOTE the report.

**4 CONTACT**

- 4.1 Contact: Clive Walker, Interim Director of Internal Audit  
Number: 020 7126 3022  
Email: [CliveWalker@tfl.gov.uk](mailto:CliveWalker@tfl.gov.uk)

**Transport for London Audit Committee Final Reports issued for Quarter 3 2010/11**

| <b>Interim</b>            | <b>Finals</b>         |
|---------------------------|-----------------------|
| AC= Adequately Controlled | WC= Well Controlled   |
| RI= Requires Improvement  | ACL= Audit Closed     |
| PC= Poorly Controlled     | ANC= Audit Not Closed |
| WC= Well Controlled       |                       |
|                           |                       |

| <b>Reference</b> | <b>Report Title</b>   | <b>Interim Report Issued</b> | <b>Original Objective</b>   | <b>Final Report Issued</b> |
|------------------|---|------------------------------|---|----------------------------|
| IA_09_103/<br>F  | Borough Partnership Section 106 Recovery Process                            | <b>01/02/2010<br/>RI</b>     | To review the adequacy of the Section 106 recovery processes.   | <b>01/11/10<br/>ACL</b>    |
| IA_10_200<br>WC  | Programme Management of the Efficiencies Programme within Surface Transport | <b>09/12/2010<br/>WC</b>     | To provide assurance that the management of the Efficiency Programme within Surface Transport is being conducted in an effective and efficient manner.  | <b>09/12/2010<br/>WC</b>   |
| IA_09_202<br>F   | Project Delivery and Benefits Management in London Rail                     | <b>23/06/2010<br/>RI</b>     | To review the effectiveness of the project delivery and benefits management arrangements within London Rail.  | <b>27/09/2010<br/>ACL</b>  |
| IA_09_212/<br>F  | London Rail Project Management Procedures                                   | <b>07/07/2010<br/>AC</b>     | To provide assurance that London Rail Project Management Guidance and Procedures support staff in the successful delivery of projects and programmes.   | <b>30/09/2010<br/>ACL</b>  |
| IA_09_126<br>F   | Revenue Protection Activities in LU   | <b>11/09/2009<br/>RI</b>     | To review the adequacy of the LU revenue protection processes.  | <b>09/11/2010<br/>ACL</b>  |
| IA_09_244<br>F   | Development of the Asset Management Regime within London Rail               | <b>30/04/2010<br/>RI</b>     | To review the development of the asset management regime within London Rail.  | <b>29/11/2010<br/>ACL</b>  |
| IA_09_213/<br>F  | LU Project Management Guidance and Procedures                               | <b>03/03/2010<br/>AC</b>     | To provide assurance that the LU Project Management Guidance has been developed and communicated appropriately, and is being implemented in an effective and efficient manner.                                    | <b>30/11/2010<br/>ACL</b>  |
| IA_08_370/<br>F  | Total Purchased Services procurement, LU Nominee Companies                  | <b>28/06/2010<br/>RI</b>     | To ensure that the procurement process employed for the Total Purchased Services tendering exercise was managed effectively, was in accordance with approved procedures and complied with all legal requirements. | <b>28/09/2010<br/>ACL</b>  |

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| Reference       | Report Title   | Interim Report Issued    | Original Objective   | Final Report Issued       |
|-----------------|--|--------------------------|--|---------------------------|
| IA_09_327/<br>F | Sub-Surface Railway (SSR) Power Upgrade  | <b>28/03/2010<br/>AC</b> | To review the effectiveness of project and programme management, procurement and contract management in place for the upgrade to SSR power infrastructure.   | <b>30/10/2010<br/>ACL</b> |
| IA_10_310/<br>F | Cycle Hire Scheme: Management of Transition from the Delivery to the Operational phase | <b>15/07/2010<br/>RI</b> | To ensure that the transition from the Delivery phase to the Operational phase of the Cycle Hire Scheme was being managed effectively.   | <b>14/10/2010<br/>ACL</b> |
| IA_09_341/<br>F | Procurement of the Interim Resources Framework   | <b>15/06/2009<br/>AC</b> | To ensure that the processes employed for the procurement of the Interim Resources framework were managed effectively, were in accordance with approved procedures and EU directives and were open, fair and transparent.  | <b>28/10/2010<br/>ACL</b> |
| IA_09_343/<br>F | Management of TfL's Key Suppliers  | <b>17/03/2010<br/>RI</b> | To provide assurance that the processes associated with the management of TfL's Key Suppliers are developed, implemented and managed effectively.  | <b>29/10/2010<br/>ACL</b> |
| IA_10_344<br>F  | Step Free Access (SFA) - Green Park Station  | <b>25/10/2010<br/>WC</b> | To review the effectiveness of contract management in place for the SFA project at Green Park station.   | <b>25/10/2010<br/>WC</b>  |
| IA_10_343/<br>F | Readiness for Contract Management of the Blackwall Tunnel Northbound works contract    | <b>17/08/2010<br/>AC</b> | To review the readiness for the contract management of the Blackwall Tunnel Northbound works contract.   | <b>16/11/2010<br/>ACL</b> |
| IA_09_105/<br>F | Staff Performance Management Processes in Corporate                                    | <b>18/06/2010<br/>RI</b> | To review the effectiveness of the staff Performance Management processes within Corporate.  | <b>19/11/2010<br/>ACL</b> |
| IA_09_434<br>F  | LU Performance Reporting Transformation (PRT) Project – Phase 2                        | <b>31/03/2010<br/>PC</b> | To provide assurance that the LU PRT Project Phase 2 was appropriately governed to ensure achievement of its expected business outcomes, including an automated solution for LU Key Performance Indicators (KPIs) and a platform for building an enterprise Data Warehouse.                                  | <b>30/09/2010<br/>ACL</b> |
| IA_09_437/<br>F | Document Control Collaboration (DCC) and Implementation of SharePoint                  | <b>24/06/2010<br/>RI</b> | To provide assurance that the delivery of the IM aspects of the DCC SharePoint project and its work streams are subject to appropriate control and management, in line with the recognised project methodology standard used within London Underground IM, Common Information Management Methodology (CIMM). | <b>06/10/2010<br/>ACL</b> |
| IA_09_421/<br>F | I-Grasp Data privacy Review  | <b>24/12/2009<br/>RI</b> | To provide assurance that the necessary security measures and policies have been put in place, both internally and externally, to ensure the security of personal data and compliance with the Data Protection Act 1998.   | <b>07/10/2010<br/>ACL</b> |
| IA_09_119/<br>F | Gifts and Hospitality  | <b>12/01/2010<br/>PC</b> | To review the adequacy of the policies, procedures and key controls surrounding gifts and hospitality.   | <b>28/09/2010<br/>ACL</b> |

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|-------------------------|---|-------------------------|--|--------------------------|
| IA_10_144/<br>F         | Leavers' Process  | <b>27/07/2010</b><br>RI | To review the controls in place over staff leaving the organisation.   | <b>28/10/2010</b><br>ACL |
| IA_10_140/<br>F         | Staff Travel  | <b>09/09/2010</b><br>AC | To review the processes and controls over the issue, use and recovery of staff and nominee travel passes.  | <b>10/12/2010</b><br>ACL |
| IA_09_154/<br>F         | London Transport Museum Corporate Hire                        | <b>25/05/2010</b><br>AC | To review the effectiveness of controls over the Museum's corporate hire activities.   | <b>20/10/2010</b><br>ACL |
| IA_09_152/<br>F         | London Transport Museum Shop                                  | <b>18/03/2010</b><br>RI | To review the adequacy of the processes relating to the shop's activities.   | <b>02/11/2010</b><br>ACL |
| IA_09_350<br>F          | Procurement of the Early Main Works contracts                 | <b>17/08/2010</b><br>AC | To ensure that the procurement process employed for the Early Main Works contracts was managed effectively, was in accordance with approved procedures and EU directives, and was open, fair and transparent | <b>17/11/2010</b><br>ACL |
| IA_09_233<br>F          | Interface between CRL and London Underground                  | <b>09/06/2010</b><br>RI | To review the effectiveness of the interface between CRL and LU.   | <b>29/09/2010</b><br>ACL |
| IA_09_240<br>F          | CRL Organisation Development Plan                             | <b>03/03/2010</b><br>AC | To provide assurance over the arrangements established by management to build organisational capability and to develop the organisation into a high performing integrated delivery team.                     | <b>30/11/2010</b><br>ACL |
| IA_08_206/<br>09_348 /F | Programme and Contract Management of the Enabling Works (CRL) | <b>02/06/2010</b><br>AC | To review the effectiveness of project and programme management, and contract management processes and controls in place for the Enabling Works.   | <b>01/12/2010</b><br>ACL |