

Board Meeting Paper	
Sep 14 BM 11.0	
Purpose of report	<input checked="" type="checkbox"/> Decision ¹ <input type="checkbox"/> Discussion / debate <input type="checkbox"/> Information only ²
Sensitive Information?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If sensitive, protective marking³	
Date of Meeting	10 September 2014
Agenda Item	11
Report Title	Annual report and accounts 2013-14
Sponsor	Marian Lauder
Author(s)	Martin Clarke



1. Summary
The Board agreed out-of-meeting in July to adopt the Annual Report and Accounts 2013-14. This paper asks the Board to make a formal endorsement.
2. Recommendations / decision required
The Audit and Risk Assurance Committee recommends the Annual Report and Accounts 2013-14 to the Board, and invites the Board to formally endorse the document.
3. Further details
The full report can be found here: http://www.passengerfocus.org.uk/research/publications/passenger-focus-annual-report-and-accounts-201314

¹ If a decision is required, or you are asking for the paper to be formally noted, please set this out in section 2

² If for information only, please make clear in section 1 **why** this information is being provided

³ ie **OFFICIAL/SENSITIVE**: plus COMMERCIAL / POLICY / MANAGEMENT-STAFF / PERSONAL PROTECT