

Action Plan- Work of Audit Committee- Part A- 5 January 2012

Ref No.	Date of Meeting	Item No.	Title of Report	Action Required	By Whom	Report Committee (date)/ implemented to
1.	6.1.11 28.7.11	8	Bank Account Reconciliation	Six monthly update reports be provided	Corporate Director, Resources	5.1.12
2.	6.1.11	6	Housing Benefit Inspection	Quarterly update reports on progress made in implementing recommendations Verbal Update provided on 26.5.11. Revs & Bens Manager presented on 28.7.11. Verbal update provided by Corporate Director, Resources 29.9.11. Report received by Committee on 10.11.11	Revs & Bens Manager	5.1.12
3.	29.9.11	4	Single Asset Register	Gerard Darby presented a report to Committee. Agreed action plan and progress update be monitored by Ctte in order to receive assurance in place by 31 December'11. Joint report with finance was presented to Committee on 10.11.11	Gerald Darby/ Jeff Garfoot	5.1.12
4.	29.9.11	7	Duplicate Payments	Beverley White gave update on 29.9.11. Once next stage of review complete, update report be provided to Ctte	Head of Finance	TBA
5.	30.6.11	13	Interim Governance Report - Response	Action plan to be completed with timescales and reported to Committee	Corporate Director, Resources	TBA
6.	29.9.11	10	Icelandic banks	Update on the outcome of the court case provided at meeting on 31.10.11	Corporate Director, Resources	5.1.12