

Action Plan - Work of Audit Committee - Part A - 22 March 2012

Ref No.	Date of Meeting	Item No.	Title of Report	Action Required	By Whom	Report to Committee (date)/ implemented
1.	6.1.11 28.7.11 5.1.12	8	Bank Account Rationalisation/ Reconciliation	Six monthly update reports be provided	Corporate Director, Resources	30.7.12
2.	29.9.11 10.11.11 5.1.12 16.2.12	4	Single Asset Register	Update on achievement of revised phase 1	Gerald Darby/ Jeff Garfoot	22.3.12
3.	29.9.11	7	Duplicate Payments	Up date report once next stage of review of potential duplicates complete	Bev White	31.5.12
4.	29.9.11 31.10.11	10	Icelandic banks	Update - as and when necessary	Corporate Director, Resources	TBA
5.	5.1.12 16.2.12	6	Corporate Governance Improvements	Remaining issues on the implementation plan be brought to the next meeting	Risk and Governance Manager	22.3.12 Item 4
6.	5.1.12 16.2.12	7	Consolidated Action Plan – Final Accounts	Update to be brought as a standard item to every meeting – report format to be amended to clearly show progress and status of each recommendation – using RAG rating. Next report to provide clarification on comment on review of payment files	Jeff Garfoot	22.3.12 Item 5
7.	5.1.12	9	Annual Audit Letter	Report to be brought to Committee outlining changes and implications of changes to HRA Funding	Jeff Garfoot	TBA
8.	16.2.12	6	F M Standards	Once Section 151 Officer has completed the process, further details be brought back to Committee	Corporate Director, Resources	TBA
9.	16.2.12	9	External Audit progress Report	Changes in future financial reporting standards, be presented to the next meeting	Hilary Appleton	22.3.12 Item 8