

Action Plan- Work of Audit Committee- Part A- 31 May 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 22.3.12	4	Single Asset Register	Progress report on phase 2 to be brought to a future meeting , and a report to provide assurance on the policies and procedures on the valuation and disposal of land, be brought to the next meeting	Gerald Darby Valuation and disposal of land Phase 2 Single Asset register	28/6/12 27/9/12
3.	29.9.11	7	Duplicate Payments	Up date report once next stage of review of potential duplicates complete	Bev White	31.5.12 Item 7 on Agenda
4.	29.9.11 31.10.11 22.3.12	10	Icelandic banks	Update - as and when necessary	Corporate Director, Resources	TBA
5.	5.1.12 16.2.12 22.3.12	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.	Jeff Garfoot	31.5.12 Superseded by Interim Governance Report 2011/12 – Agenda Item 9 on Agenda
6.	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
7.	16.2.12	6	F M Standards	Once Section 151 Officer had completed the process, further details be brought back to Committee	Corporate Director, Resources	TBA
8.	22.3.12	3	Budget and MTFP setting process	Timetable for next financial year be provided to members, once set.	Jeff Garfoot	TBA
9.	22.3.12	7	Annual Plan for 2011/12 Accounts	Plan for DCC considered at next meeting	Cameron Waddell	31.5.12 Item 6 on the Agenda