

Audit Committee

22 November 2012



Action Plan 2011/12 Audit of Accounts

Report of Don McLure, Corporate Director Resources

Purpose of the Report

- 1 The purpose of this report is to present an action plan, for Members information, consolidating all agreed recommendations for improving control weaknesses incorporated in the External Auditor's 2011/12 Interim and Final Governance Reports.
- 2 The action plan is to be used by management for monitoring purposes and is reported to the Committee as part of the regular reporting leading to the approval of the Statement of Accounts for 2012/13.
- 3 The report is presented in accordance with paragraph 4.1.26 of the Committee's Operational Terms of Reference, "to monitor progress made by management in response to both internal and external audit findings and recommendations".

The Action Plan

- 4 In July, when the Statement of Accounts was reported to the Committee, it was agreed that an Action Plan based on the findings of the External Audit's Interim and Annual Governance reports which were presented to the Committee in May and September respectively, would be drawn up and reported to the Committee.
- 5 Items that were included in the Action Plan for 2010/11 which feature again in 2011/12's reports are marked *. Actions from 2010/11 plan that have not been included are considered to have been completed from an External Audit point of view.
- 6 Responsibility for the actions agreed with the External Auditor has been identified and in some cases responses recorded. The responsibilities in the Annual Governance Report Action Plan have been amended to an appropriate officer from those recorded in the version reported to Committee in September.
- 7 Updated action plans incorporating progress made to date are included at Appendix 2 for the Interim Governance Report and Appendix 3 for the Annual Governance Report.

- 8 All recommendations have a response to the Auditor's findings and an action plan to remedy the weakness identified. In some cases the weakness has already been addressed; these recommendations are marked as complete.
- 9 Actions that are complete require evidence to assure the Corporate Director Resources and External Audit that the recommendation has been implemented.
- 10 As the remaining recommendations are considered by officers in more detail, there will be discussions with External Audit to ensure that the controls and procedures, either in place, or to be implemented are in line with the Auditor's expectations.
- 11 It is possible however, that not all recommendations will be implemented in full. Any such variations will be agreed with the Corporate Director Resources and the reasons discussed with the External Auditor.

Monitoring Progress

- 12 The Action Plan will be incorporated into Resources Performance Management Framework. Progress on the Plan will be monitored by Resources Policy Performance and Planning Manager with an update on progress to the Audit Committee meeting on 21 February 2013.

Recommendation and reasons

- 13 Members are asked to note the action plan attached at Appendix 2 and to gain assurance that control weaknesses identified through the final account audit process are being appropriately addressed.

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Appendix 1: Implications

Finance –

None

Staffing -

None

Risk -

None

Equality and Diversity -

None

Accommodation -

None

Crime and Disorder -

None

Human Rights -

None

Consultation -

None

Procurement -

None

Disability Discrimination Act -

None

Legal Implications -

None