

Action Plan- Work of Audit Committee- Part A- 30 June 2011

Ref No.	Date of Meeting	Item No.	Title of Report	Action Required	By Whom	Report to Committee (date)/ implemented
1.	4.3. 10	12B	Identification and consideration of all key sources of assurance	All potential sources of assurance to be identified and method of review agreed.	Manager of Internal Audit & Risk	30.6.11
2.	18.11.10 10.2.11	9	Payment of Invoices	An update on the position will be given to Members every two months. Update provided on 10.2.11 and 26.5.11	Corporate Director, Resources	28.7.11
3.	6.1.11 10.2.11	14	Oracle Update	Written report be provided at the next meeting, and the Project Leader be invited to attend. Further updates to be provided as required	Corporate Director, Resources	TBA
4.	6.1.11	7	Annual Audit Letter	Quarterly update reports on Consolidated Action Plan to be presented to the Cttee on issues raised. Update provided on 26.5.11	Corporate Director, Resources	29.9.11
5.	6.1.11	8	Bank Account Reconciliation	Six monthly update reports be provided	Corporate Director, Resources	28.7.11
6.	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 to present next update	Revs & Bens Manager	29.9.11
7.	26.5.11	8	Final Accounts – Consolidated Action Plan Update	The establishment of a single asset register with asset valuations being carried out on a 12-month rolling basis. Quarterly update reports on progress made regarding single asset register and asset valuations. Gerald Derby be asked to attend future meeting	Gerald Darby	29.9.11

8.	26.5.11	3	Work of Corporate Risk Management 2010/11	Risk Management Policy and Strategy to be presented to next meeting to gain assurance that it provides for risks to be considered as they arise	Risk and governance manager	30.6.11
9.	26.5.11	5	Review of Strategic Risk Management	Risk Management Improvement Plan to brought to next meeting to provide assurance how recommendations made by Zurich are being addressed	Risk and governance manager	30.6.11

