

Audit Committee – Action Plan

Agreed Action	Person Responsible	Target Date	Outcome / Progress
Update on the complaints process	Mark Haynes	November 2011	Verbal update June 2011 & report for fuller picture November 2011
Reports be submitted to future meetings of the Audit Committee: <ul style="list-style-type: none"> • Climate Change • Update report on CSC (complaints) • ICT detailed plan and progress 	Lucy Pledge	November 2011	Ensure that follow up reports as required by the Committee are submitted by responsible officers
Update on Adult Services Financial Management	Terry Hawkins	April 2011	Update on action taken since the March 2011 Committee

Completed Actions			
Putting People First Update – update on ICT risks and transformation programme	Peter Gittins & Peter Duxbury	Sept 2010 Dec 2010	In work plan
Update on Gainsborough Learning Disability Service following the January 2011 staff meeting.	Peter Gittins	31 st January 2011	Production of a briefing paper for the Committee
Update on outstanding recommendations from the 13 th December Audit Committee report	Lucy Pledge	31 st January 2011	Production of a briefing paper for the Committee
Update from Children’s Services on the criminal injury compensation claims report.	Janice Spencer	31 st January 2011	Production of a briefing paper for the Committee

Audit Committee – Work Plan

Appendix B

26th April 2011	13th June 2011	11th July 2011	19th September 2011	14th November 2011
1. Maintaining Good Governance in the challenging times ahead	1. Internal Audit progress report against 2010/11 & 2011/12 plans.	1. . Draft statement of accounts 10/11	1. Internal Audit progress report against 2011/12 plan	
2. Future proofing the Councils Internal Audit Service	2. External Audit progress report	2. Review of the effectiveness of internal audit	2. progress on the Counter Fraud Plan	
3. Review of the Council's Governance arrangements Moved to July 2011	3. Annual report on the Counter Fraud plan	3. Review of the Council's Governance arrangements Annual Governance Statement 2011.	3. Analysis of outstanding high recommendations	
4. Register of gifts & hospitality	4. Future Public Audit Consultation Document	4. Schools financial control environment	4. Whistle blowing Annual Report 2010/11	
5. Compromise Agreement Report	5. Verbal update on the complaints process	5. Update on Corporate Risk – Failure to adapt to climate change	5. Progress report on strategic risk management	
6. Annual Audit Fees 2011/12	6. Internal Audit Annual Report	6. Update on Business Continuity Management	6. Review of the council's governance arrangements	
7. Adult Services Report – Contact & Referral	7. Annual Risk Management report & Future Plans	7. Audit Committee work plan	7. External Audit progress	
8. Audit Committee Work Plan	8. Update on the Programme Centre		8. Audit Committee work plan	

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9. Compliance with International Reporting Standards	9. ICT Disaster recover detailed plan and progress			
	10. Regulation of Investigatory Powers Act (RIPA)			
	11. Audit Committee Work Plan			