

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	July 2011	Current status following meeting in April 2011
Obtain Section 151 view on materiality and/or significance on new responsibilities re flooding and concessionary fares and if they should be included in the Annual Gov. Statement	David Forbes	June 2011	
Some questions raised around compromise agreements paper.	Martin Purnell	June 2011	
Escalate Adult Social Care to Executive.	Lucy Pledge	26 June 2011	Follow up audit undertaken – draft report due for Executive 7 th June 2011

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

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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

26 th April 2011	13 th June 2011	11 th July 2011	26 th September 2011	14 th 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. Update on Business Continuity Management	4. Whistle blowing Annual Report 2010/11	
5. Compromise Agreement Report	5. Verbal update on the complaints process	5. ICT Disaster recover detailed plan and progress	5. Progress report on strategic risk management	
6. Annual Audit Fees 2011/12	6. Internal Audit Annual Report	6. Regulation of Investigatory Powers Act (RIPA)	6. Review of the council's governance arrangements	
7. Adult Services Report – Contact & Referral	7. Annual Risk Management report & Future Plans	7. Adult Social Care – update by Terry Hawkins and Pete Gittins	7. External Audit progress	
8. Audit Committee Work Plan	8. Update on the Programme Centre	8. Audit Committee work plan	8. Audit Committee work plan	

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9. Compliance with International Reporting Standards	9 Schools financial control environment			
	10. Audit Committee Work Plan			