

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 Clarification required on assurance / information required by the Committee
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. Clarification required on assurance / information required by the Committee
Update on Adult Services Financial Management	Terry Hawkins	July 2011	Current status following meeting in April 2011 Scheduled for December Cttee
Some questions raised around compromise agreements paper.	Martin Purnell	June 2011	To be included on 2012 work plan – suggest July 2012

Completed Actions			
Putting People First Update – update on ICT risks and transformation programme	Peter Gittins & Peter Duxbury	Sept 2010	In work plan
		Dec 2010	
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
Obtain Section 151 view on materiality and/or significance on new responsibilities re flooding and concessionary	David Forbes	June 2011	Completed – verbal update given

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fares and if they should be included in the Annual Gov. Statement			
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
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	Completed – verbal update given
Escalate Adult Social Care to Executive.	Lucy Pledge	26 June 2011	Follow up audit undertaken – draft report due for Executive 7 th June 2011

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Appendix B

14th November 2011	19th December 2011	30th January 2012	19th March 2012	TBC
1. Progress report on strategic risk management	1. Adult Social Care – update by Executive Director	1. Strategic Risk Register	1. Internal Audit progress report against 2011/12 plan	
2. Adult Social Care – update by Executive Director Moved to December	2. Councils Assurance Arrangements - 'Assurance Map' for the Council	2. Revised Risk Management Strategy	2. Progress on the Counter Fraud Plan 2011/12	
3. Update on the Programme Centre	3. Risk Appetite and update of Strategic Risk Register		3. Analysis of outstanding high recommendations	
4. Revised work plan up to July 2012.	4. Outcome of 'Peer Challenge'		4. Strategic risk management annual work plan 2012/13	
	5. External Audit – Annual Audit Letter & Progress report		5. Internal Audit Annual Plan 2012/13	
	6. Future of Public Audit		6. Counter Fraud Annual work plan 2012/13	
	7. Business Continuity Management - update		7. External Audit progress Report	
	8. Closure of Accounts – Lessons Learned and action plan		8. Review of Governance Arrangements and development of	

Audit Committee – Work Plan**Appendix B**

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			Annual Governance Statement	
	9. Internal Audit progress report against 2011/12 plan		9 Audit Committee work plan	
	10. Annual Governance Statement 2011 – update on action plan			
	11. Work Plan			

2012

Regulation of Investigatory Powers Act (RIPA)