

Audit Committee – Action Plan

Agreed Action	Person Responsible	Target Date	Outcome / Progress
Briefing papers occasionally for Programme Centre : <ul style="list-style-type: none"> • Risk Management • Key projects and support areas 	-	-	Keep on work plan as reminder
ICT Assurance and follow up	Judith Hetherington Smith	September 2013	
External & Internal Audit Protocol developed that clarifies expectations and makes the best use of the combined Audit resource	Lucy Pledge	September 2013	
Fire & Rescue Fuel Audit	Dave Ramscar	July 2013	We confirm that recommended actions have been implemented <ul style="list-style-type: none"> • Regular checks on fuel stocks against journey logs. Queries about the logs to go to LFR's Management Board. • Standardised and improved record keeping. • Regular reminders to staff to log journeys and produce receipts. • Audits by Lincolnshire County Council's internal audit department.
Schools update	Julie Castledine	tbc	
Assurance Sutton Bridge continuity arrangements	Derek McKim	September 2013	
Assurance Flooding responsibilities: <ul style="list-style-type: none"> • Working with partner organisation • Feedback from the Flooding 2012 investigations 	David Powell	tbc	

Completed Actions			
Additional data re ASC be brought to future meeting	Glen Garrod	July 2013	Completed

Audit Committee – Work Plan

Appendix B

		Training am Meeting pm	0930 Pre Meeting	0930 Pre Meeting
22nd April 2013	24th June 2013	22nd July 2013	23rd September 2013	11th November 2013
1. Internal Audit Progress Report	1. Business Continuity Assurance Report	1. Internal Audit Progress Report	1. Progress of Counter Fraud Plan	1. Internal Audit Progress Report
2. External Audit Progress Report	2. Schools Financial Control Environment	2. External Audit Progress Report	2. Whistleblowing Annual Report	2. Analysis of outstanding high recommendations
3. Risk Management Update	3. Counter Fraud Annual Report	3. Draft Statement of Accounts 2013/13	3. Financial Statement Approval	3. Half yearly Programme on Risk Management
4. Counter Fraud Update	4. Internal Audit Annual Report	4. Adult Social Care Update	4. Statement of Accounts LCC	4. Programme on Risk Management
5. Internal Audit Plan 2013/14		5. Review of Governance Framework & Development of Annual Governance Statement 2013	5. External Audit Annual Governance Report LCC Statement of Accounts	5. Annual Audit Letter
6. Counter Fraud Annual Plan 2013/14			6. LCC Pension Fund Accounts 2012/13	6. Private meeting with External Audit
7. International Audit Standards – Response to management processes questions			7. Financial Procedures <ul style="list-style-type: none"> • Audit & Inspection • Risk Management 	
8. External Audit Plan			9. Annual Review of the system of Internal Audit including: <ul style="list-style-type: none"> • Internal Audit Charter • External & Internal Protocol 	
9. Statement of Accounts 2012/13			9. ICT Assurance and follow up	