



Audit Committee
22 February 2012

**Report from the Director of Finance and
Corporate Services**

For Action

Wards Affected:
ALL

**Report Title: ANNUAL GOVERNANCE REPORT – PROGRESS
REPORT ON ACTION PLAN**

Forward Plan Ref:

1.0 Summary

1.1 This report sets out progress against the recommendations in the Annual Governance Report.

2.0 Recommendations

The Committee is asked to:

2.1 Consider the progress report in relation to the action plan.

2.2 Consider the Annual Audit Letter reported to the Executive on 16 January 2012.

3.0 Detail

3.1 At the Committee's meeting on 15 December 2011 it received the Annual Governance Report from the Audit Commission regarding the 2010/11 accounts.

3.2 An update on progress on each recommendation is set out in Appendix 1. Although it is still an early stage in the process of producing the accounts there are two key areas that have been progressed:

- Dealing with the residual migration issues
- Establishing project planning arrangements (including a robust plan and monitoring of progress)

3.3 The majority of the recommendations relate to the quality of the accounts and supporting working papers. Whilst the plans have been put in place to deliver these it is now key that progress against the plans is made. To that end weekly meetings including Audit Commission and Council officers have been

established to review progress, identify risks and issues and, where necessary, put in place further actions to ensure the timetable is adhered to.

3.4 A copy of the closedown timetable is set out in Appendix 2.

3.5 At its meeting on 16 January 2012 the Executive considered the Annual Audit Letter and the action plan which is set out in Appendix 3.

4.0 Financial Implications

4.1 No specific implications.

5.0 Legal Implications

5.1 No specific implications.

6.0 Diversity Implications

6.1 No specific implications

7.0 Staffing Implications

7.1 No specific implications.

8.0 Background Information

8.1 Annual Governance Report and Action Plan – Report to Audit Committee 15 December 2011

8.2 Minutes of Executive meeting – 16 January 2012

9.0 Contact Officer

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CLIVE HEAPHY

Director of Finance and Corporate Services