

# AUDIT AND GOVERNANCE COMMITTEE – 10 NOVEMBER 2016

## ACTION PLAN

MINUTE NO.	MATTER	CURRENT STATUS	RAG	TARGET DATE	OWNER
<b><u>Actions arising from meeting held on 24 September 2012:</u></b>					
17	Implementation of purchased software with a modern stock control facility at the Guildhall.	New system expected to go live week commencing 07/11/16. Head of Finance to update Committee at the meeting on 21 November 2016.	A	Implementation date November 2016	JT
<b><u>Actions arising from meeting held on 19 September 2016:</u></b>					
23	Report to Committee on a breakdown of fraud cases investigated by Single Fraud Investigation Service (SFIS),	Head of Finance circulated breakdown of fraud cases to Committee members (ACTION COMPLETED).	G	November 2016	JT
27	Circulate minutes of the MGL Performance management meetings to Committee	The Corporate Director circulated minutes to Committee members (ACTION COMPLETED).	G	November 2016	JL
27	Report to Committee on the breakdown of sundry debt	The Head of Audit, Risk and Assurance circulated a breakdown of sundry debt to members of the Committee (ACTION COMPLETED).	G	November 2016	TM
30	Report to Committee on the timeline of appointing External Auditors.	Head of Finance circulated details of the timescales for the appointment of External Auditors (ACTION COMPLETED)	G	November 2016	JT

**PLEASE NOTE:** Rolling agenda items requested by the Committee have not been included above but have been included on the Audit and Governance Work Programme.