

FALKIRK COUNCIL

**Subject: CORPORATE GOVERNANCE ARRANGEMENTS – KEY
FINANCIAL SYSTEMS CONTROLS**
Meeting: AUDIT COMMITTEE
Date: 12 March 2012
Author: CHIEF FINANCE OFFICER

1. INTRODUCTION

- 1.1 Members will recall that at the Audit Committee meeting of 31 October 2011, I submitted a report attaching an Action Plan prepared by the Council's External Auditors following the review of the Council's systems of Internal Control. That Action Plan is attached for reference. This report provides an update on actions taken since then.

2. ACTIONS TAKEN TO DATE

- 2.1 All the planned management actions have been completed with the following exceptions:
- Action 4 – some delays in follow up have been experienced due to maternity leave. These will be addressed in the next few months.
 - Action 5 - finalisation has been delayed due to maternity leave which will result in a revised completion date of 31 October 2012.
 - Action 7 – where the risk is not accepted
 - Action 9 – sample checking is taking place, however, the target of completion within 4 weeks following the quarter end has not always been achieved due to competing demands and staff resource issues
 - Action 10 – will be implemented when the 2012/13 annual billing process is run later in the year

3. RECOMMENDATIONS

- 3.1 **Members note progress to date on the Action Plan.**

Chief Finance Officer
Date: 24 February 2011
Contact Officer: John Flannigan

LIST OF BACKGROUND PAPERS

1. Report to Audit Committee of 31 October 2011
Any person wishing to inspect the background papers listed above should telephone Falkirk 01324 506371 and ask for John Flannigan.