

Appendix 5 – Action plan Annual Governance Report 2008/09 - Recommendations

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
8	R1: Strengthen internal quality assurance to ensure errors in the accounts are minimised.	3	Financial Controller	Yes	Internal communications will be improved to ensure the Accounting team receives and obtains all relevant information.	March 2010
11	R2: Members should ensure they comply with the process for making related party declarations	2	Director of Law, HR and Asset Management	Yes	The importance of all Members to respond in a timely manner will be reinforced.	March 2010
11	R3: Ensure audit trails are available to support year end balances	2	Financial Controller	Yes	Further pressure will be put on external suppliers of information to ensure data is received.	March 2010
11	R4: Improve procedures within the pension fund to ensure compliance with the SORP aided by improved communication between LGPS.	2	Financial Controller	Yes	There will be a review of various headings where different accounting treatment is possible, plus an attempt to reach consistency between Funds regarding the treatment of certain LGPS transactions.	March 2010

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