

DRAFT ACTION PLAN

AUDIT AND RISK MANAGEMENT COMMITTEE – SELF ASSESSMENT

Appendix 2

File Ref: ARM/01/05/14

Ref	Recommendations	Priority	Officer Responsible	Agreed	Planned Action Date	Client Comments	Date Verified (For Audit use only)
R.1	The Audit and Risk Management Committee Terms of Reference should set out the frequency of meetings of the Committee.	Medium	Head of Legal & Member Services	Y	Mar 15	<i>Terms of Reference to be updated..</i>	
R.2	The Audit and Risk Management Committee should regularly review the performance of the External Auditors. Consideration should be given to the introduction of additional performance measures to facilitate this.	Medium	Head of Legal & Member Services/Director of Resources	Y	Mar 15	<i>This will be considered and reported back</i>	
R.3	Ensure that the Terms of Reference for the Audit and Risk Management Committee are included in any induction training for new Members of the Committee.	Medium	Head of Legal & Member Services	Y	Mar 15	<i>To be included.</i>	