

## AUDIT COMMITTEE – 3 NOVEMBER 2014

### PROGRESS REPORT

To inform the Committee of action taken on decisions made at the previous meeting of the Committee

<b>Minute No:</b>	<b>Minute heading:</b>	<b>Action required:</b>	<b>Action taken:</b>
6.	Statement of Accounts & Annual Governance Statement	<ol style="list-style-type: none"><li>1. Accounts and letter of representation to be signed (done at meeting).</li><li>2. Copy of signed Accounts to be sent to KPMG</li></ol>	<i>Accounts and letter of representation have been signed and sent to KPMG following completion of the meeting of the Committee on 9 September 2014.</i>
9.	Empty Homes ( <b>confidential</b> )	<ol style="list-style-type: none"><li>1. Keep Committee informed of progress regarding changes to procurement rules etc.</li><li>2. Audit Action Plan and Housing Finance Improvement Plan to be reported to a future meeting of the Committee.</li><li>3. Lists to be reviewed in light of the internal auditor's report.</li></ol>	
10.	Absence Monitoring Report	Relevant officers to attend this meeting to discuss the action plan	
N/A (after meeting)	Not applicable	Suggested following the completion of the meeting on 9 September 2014 that a progress report detailing action on Committee decisions would be useful for members.	<i>This is the first progress report, which will be included on the Committee's agendas as a regular feature.</i>