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Finance and Resources Committee 19 July 2012

**Actions list**

**Executive summary and recommendations**

Attached is an actions list as agreed at the last public meeting of this committee.

**Decision**

The Committee is requested to note the document. No decision is required.

**Background information**

Please refer to individual papers and minutes for the background to decisions.

**Resource implications**

None

**Financial implications**

None.

**Appendices**

None.

**Date of paper**

25 June 2012

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2012-07-10	a	F&R	PPR	Executive summary action points list public meeting Finance and Resources Committee 19 July 2012	Final DD: None	Public RD: None

## Action points

### Finance and Resources Committee – Public meeting

19 June 2012

	<b>Action point (and location in the minutes)</b>	<b>For the attention of/ Comment on progress</b>
1	<p>Draft annual report and accounts 2011-12:</p> <p>Committee agreed to recommend the draft annual report and accounts to the Council for approval, subject to consideration by the Audit Committee on 21 June 2012.</p> <p>(6.5)</p>	<p>Director of Finance (by 5 July 2012).</p> <p>Completed. The draft annual report and accounts was approved by the Audit Committee on 21 June 2012 and by the Council on 5 July 2012.</p>
2	<p>Education Systems and Process Review major project:</p> <p>Committee agreed that the Executive should provide a progress report on the project at its next meeting.</p> <p>(11.5)</p>	<p>Director of Operations/ Director of Education (by 19 July 2012).</p> <p>See paper on agenda for today's meeting.</p>
3	<p>Procurements, requisitions and purchases procedure:</p> <p>Committee agreed that Mazars should review the document before it was considered by the Committee. The Executive should report the internal auditors' findings to the Committee. Members could also make any comments on the document directly to the Director of Finance.</p> <p>(12.3)</p>	<p>Mazars/ All Committee members (by 19 July 2012).</p> <p>The Executive are awaiting Mazars' findings. It is intended that the document will be brought back to the next meeting of the Committee on 11 September 2012.</p>
4	<p>Procurements, requisitions and purchases procedure:</p> <p>Committee agreed that the Executive should prepare a separate paper setting out how any financial governance issues were addressed in the procedure (for example, more information about why certain categories of expenditure did not require a purchase order number). Members should send questions about financial governance issues directly to the Director of Finance.</p> <p>(12.4)</p>	<p>All Committee members (by 19 July 2012).</p> <p>See comment in the row above.</p>

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