

AGS action plan for delivery in 2011/12

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Action Code	Action Title	Expected Outcome	Managed By	Portfolio Owners
AGS019	Section 106 Agreements	Improved controls for Section 106 agreements	Ian Fullstone	Planning, Transport & Enterprise


Sub Action Code	Sub Action	Status Icon	Due Date	Milestone	Due Date	Completed
				Accountancy Staff to have access to planning software system (Accolaid) to facilitate reconciliation with the accounting system (Integra)	31 Mar 2012	No
				Planning Obligations Supplementary Document to be reviewed in the light of developing government policy	31 Mar 2012	No

Action Code	Action Title	Expected Outcome	Managed By	Portfolio Owners
AGS021	Member's expenses	Compliance with best practice. All Members claims to be reimbursed on production of valid receipts up to the maximum sum allowed	John Campbell	Leader of the Council

Sub Action Code	Sub Action	Status Icon	Due Date	Milestone	Due Date	Completed
				Members will be written to informing them of the requirement to provide VAT fuel receipts for claims submitted	06 Jun 2011	No
				The Members Expenses Scheme will be revised to include the requirement to produce receipts.	31 Mar 2012	No



APPENDIX B

Action Code	Action Title	Expected Outcome	Managed By	Portfolio Owners
AGS022	Legionella controls	Compliance with the adopted Legionella policy.	Andy Cavanagh	Finance & IT

Sub Action Code	Sub Action	Status Icon	Due Date	Milestone	Due Date	Completed
AGS021.001	Improved controls of legionella		30 Jun 2011	All outstanding recommendations from the review of legionella controls to be implemented	30 Jun 2011	

Action Code	Action Title	Expected Outcome	Managed By	Portfolio Owners
AGS023	Governance Policies	Improved governance policies and compliance with latest legislation	Katie White	Leader of the Council

Sub Action Code	Sub Action	Status Icon	Due Date	Milestone	Due Date	Completed
				FARC to review Anti-Bribery & Corruption policy	06 Jun 2011	No
				Cabinet to approve Anti-Bribery & Corruption Policy	14 Jun 2011	No
				Gifts & Hospitality policy to be reviewed and reminder issued to Members & Officers	01 Dec 2011	No

Action Status	
	In Progress
	Completed