

2011/12 FINAL ACCOUNTS WORK PLAN

REVIEW AREA	TARGET DATE	PROGRESS TO-DATE
<p><b>Fixed Assets Register</b> Review capital accounting module and replace with a new method of calculating information for the financial statements.</p>	<p>December 2011</p>	<p>Options appraisal completed. Spreadsheet solution agreed. Work commissioned and will be completed by 31<sup>st</sup> December 2012 with initial training. 2010/11 accounts to be used as a test and a "dummy run" closedown for audit will be completed for January 2012.</p>
<p><b>Disclosure Review</b> Finance team to complete the CIPFA disclosure checklist and communicate any areas of non-compliance with accounting standards when the draft accounts are presented.</p>	<p>31<sup>st</sup> May 2012</p>	<p>The draft checklist will be produced in January 2012. This will highlight areas that have changed since 2010/11 and whether the Council is able to meet the new requirements. At this stage, further disclosures are anticipated for componentisation of council houses and the categorisation of some assets under accounting for capital.</p>
<p><b>Working Papers</b> Papers prepared to support the balances and disclosures in the accounts are subject to an evidenced independent review, including a check to ensure that values on supporting schedules agree directly to the lead document and that the audit request schedule has been fully met.</p>	<p>31<sup>st</sup> July 2012</p>	<p>To be addressed during April 2012 as accounts are being brought together.</p>
<p><b>Financial Instruments</b> Full compliance with disclosure of aged debts.</p>	<p>December 2011</p>	<p>New report being produced to meet disclosure.</p>