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Finance and Resources Committee 15 March 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**

31 January 2012

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2012-01-31	a	F&R	PPR	Executive summary action points list public meeting Finance and Resources Committee 15 March 2012	Final DD: None	Public RD: None

## Action points

### Finance and Resources Committee - Public meeting

26 January 2012

	<b>Action point (and location in the minutes)</b>	<b>For the attention of</b>
1	<p>Reconciliation of deferred income: Presentation on findings</p> <p>Committee agreed that Mazars and the Executive should carry out the further work identified in the presentation, as follows:</p> <ul style="list-style-type: none"> <li>• once the monthly difference movements were reduced to an acceptable level, investigate and identify the reason for the historic differences;</li> <li>• process all banking before the month end, to ensure issues relating to cut-off dates did not arise;</li> <li>• continue to perform monthly reconciliations to monitor the movement in the differences between NetRegulate and Sage; and</li> <li>• instruct Digital Steps to fix transfer errors in the software.</li> </ul> <p>(6.4)</p>	<p>GB/CM/ Mazars</p> <p>Ongoing</p>
2	<p>Finance report:</p> <p>The Committee noted that the report included a comparison between actual figures and the six month reforecast. The Committee noted that a nine month reforecast was due to be prepared in February 2012. The Committee agreed that the nine month reforecast should be presented to its next meeting.</p> <p>(8.4)</p>	<p>GB/ CM</p> <p>15 March 2012</p>

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3	<p>Finance report:</p> <p>The Committee noted that there were some corporate accounts which offered higher interest rates than the rates which currently applied to HPC's funds under management. The Committee agreed that the Executive should review this.</p> <p>(8.5)</p>	<p>GB/CM</p> <p>15 March 2012</p>
4	<p>Draft budget 2012-13:</p> <p>Committee agreed that the Executive should revise the draft budget to include the information set out in paragraph 9.2 of the minutes, for consideration at the Committee's meeting on 15 March 2012.</p> <p>(9.5)</p>	<p>GB/CM</p> <p>15 March 2012</p>

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2012-01-31	a	F&R	PPR	<p>3</p> <p>Executive summary action points list public meeting Finance and Resources Committee 15 March 2012</p>	<p>Final</p> <p>DD: None</p>	<p>Public</p> <p>RD: None</p>