

Item 4 Audit Action Plan

Issue	Action	Date/Responsible Officer
The annual return and the questions to the Annual Governance Statement were not formally adopted	Take the annual return to Joint Waste Board in December for formal adoption	11/12/2015 Beth Baxter
The printed minutes provided as part of the audit had not been signed by the Chair of JWB,	Arrange for the Minutes to be signed.	11/12/2015 Beth Baxter
The external audit report for year ending March 2015 had not been received and minuted by the JWB	Take the report for year ending March 2015 to Joint Waste Board to be received and minuted.	11/12/2015 Beth Baxter