| | Watford B.C. Outline Project | Plan Se | ptembe | r 2009 - | March 2 | 2010 | | ITEM 10 | Appendix A |
|----------|---|---|---|--------------|-----------|------------|---|---------------------|--|
| Task No | Tasks to be completed | Sep-09 | Oct-09 | Nov-09 | Dec-09 | Jan-10 | Feb-10 | Mar-10 | responsible Officer amd resources |
| 1 | identify Key staff and resources required | select key staff and report resource requirement to Audit Committee | | | | | | Nigel Kennedy | |
| 2 | Establish officer forum | Establish working group | | | | | Nigel Kennedy | | |
| 3 | Impact Assessment | Prepare impact assessment and report to Audit Committee | | | | | | | Steve Allen |
| 4 | identify substantive issues | complete as part of the impact assessment | | | | | Steve Allen | | |
| 5 | Consider changes to Accounting Policy | consider changes to AP and what work is required as a result | | | | | | | Steve Allen |
| | identify systems and proced | lure char | <u>nges</u> | | | | | | |
| 6 | Asset system | | work to ensure the asset section of the COA system can be IFRS compliant | | | | Steve Allen & Peter Mitchell | | |
| 7 | Financial Reporting system - | | work to ensure the COA FMS system can be IFRS compliant and produce statements | | | | | | Steve Allen |
| 8 | HR system Identify all leases and assess the IFRS | work to iden | work to ensure the HR system can be IFRS compliant and produce information identify all leases and the information to quantify the impact on the | | | | | | Terry Baldwin Steve Allen & Peter |
| 9 | impact | finances of | he Council | | | | | | Mitchell |
| 10 | identify assets held for sale | | | | | | programm place and the ability 2009-10 | e is in includes | Peter Mitchell |
| 11 | identify information required to restate the balance sheet | | work to ensure the impact of IFRS can be reflected in the balance sheet and that it is possible to restate the 1st April 2009 balance | | | | | Steve Allen | |
| 12 | Restate the balance Sheet Develop ability to report new comprehensive income statement | | | sure the CO | A FMS sys | tem can be | IFRS comp | restate | Steve Allen & Alan Thomas Steve Allen & Alan Thomas |
| 13 14 | Develop ability to report new Cash Flow Statement | | produce statements work to ensure the COA FMS system can be IFRS compliant and produce statements | | | | | Louise heavns | |
| 15 | Idenify impact on Budget | | consider whether the IFRS is material enough to warrant budget changes | | | | | Steve Allen | |
| 16 | Training of Key staff and Key members | continuous | us training required as IFRS requirement rules become clear | | | | | Steve Allen | |
| 17 | Report to Audit Committee | | | | | 11-Jan | | | Steve Allen |
| 18 19 | Test the systems and ensure procedural changes have taken place Post implementation review | continuous 1 | esting requ | ired on IFRS | 6 | | | | Steve Allen & Alan Thomas Steve Allen |

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