

Watford B.C. Outline Project Plan April 2010 - March 2011													ITEM 10	Appendix C	
Task No	Tasks to be completed	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	responsible Officer and resources	
1	identify Key staff and resources required	Continue to ensure key staff are responsible for implementation												Nigel Kennedy	
2	Establish officer forum	working group to continue												Nigel Kennedy	
3	Impact Assessment														
4	identify substantive issues														
5	Consider changes to Accounting Policy	probably no further changes required if all applied in 2009-10, but need to consider any change that may occur												Steve Allen	
identify systems and procedure changes															
6	Asset system	Continue work to ensure the asset section of the COA system can be IFRS compliant												Steve Allen & Peter Mitchell	
7	Financial Reporting system -	Continue work to ensure the COA FMS system can be IFRS compliant and produce statements												Steve Allen	
8	HR system	Continue work to ensure the HR system can be IFRS compliant and produce information												Terry Baldwin	
9	Identify all leases and assess the IFRS impact	Continue work to identify all leases and the information to quantify the impact on the finances of the Council												Steve Allen & Peter Mitchell	
10	identify assets held for sale	make sure a programme is in place and includes the ability to identify Assets held for Sale 2010-11												Peter Mitchell	
11	identify information required to restate the balance sheet	Continue work to ensure the impact of IFRS can be reflected in the balance sheet and that it is possible to produce the 2010-11 balance sheet												Steve Allen	
12	Restated balance sheet													Steve Allen	
13	Develop ability to report new comprehensive income statement	Continue work to ensure the COA FMS system can be IFRS compliant and produce statements												Steve Allen & Alan Thomas	
14	Develop ability to report new Cash Flow Statement	Continue work to ensure the COA FMS system can be IFRS compliant and produce statements												Louise heayns	
15	Identify 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 training required as IFRS requirement rules become clear												Steve Allen	
17	Report to Audit Committee	Report to Committee as required												Steve Allen	
18	Test the systems and ensure procedural changes have taken place	continuous testing required on IFRS												Steve Allen & Alan Thomas	
19	Post implementation review			review 2009-10										Steve Allen	review 2010-11