

Appendix 1 – Published Reports

Report Ref	Report Subject & Responsible Head of Service	Report Conclusion	Risk Category
R9	Home Improvement Loans & Houses into Homes Loans Head of Commissioning & Support Services	Good controls were found to be in place and operating effectively	1
R10	Direct Payment Support Service – Head of Adult Social Services	A verbal report will be provided at the meeting	4
R11	Medication Competency – Home Care Services Staff Director of Social Services, Health & Housing	Good controls were found to be in place and operating effectively	1
R12	Creditors – Year End Procedures in Schools Head of Transformation	Good controls were found to be in place and operating effectively	1

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R13	Live Kilometre Service Grant Head of Engineering & Transport	All claims had been made in line with the grant conditions and the returns submitted on a timely basis	1
R14	St Therese's Catholic Primary School Head of Transformation	Generally good controls were found to be in place and the school is complying with current DBS guidance. Recommendations were made in relation to completion of driver declaration forms, closing the petty cash account and retention of recruitment documentation.	2
R15	Creditors 15/16 Head of Financial Services	A verbal report will be given at the meeting	3
R16	Special Investigation	A verbal report will be given at the meeting	N/A
R17	Creditors – Year End Procedures Head of Financial Services	Good controls were found to be in place and operating effectively	1
R18	Honoraria & Additional Payments Head of Human	Good controls were found to be in place and operating effectively	1

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	Resources		
R19	General Schools Report Head of Transformation	This report is issued to all schools highlighting common findings and good practice found during the audits undertaken throughout the year	N/A
R20	Special Investigation	A verbal report will be given at the meeting.	N/A
R21	Purchasing Cards Head of ICT	Generally good controls were found to be in place and the recommendations made will further enhance these controls	2

2016/17 Risk Categories

Category 1 – testing found good controls to be in place

Category 2 – testing found some controls that need enhancing which will be achieved by the implementation of the recommendations

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Category 3 – testing revealed a number of areas where improvements in controls are required. A verbal update will be provided

Category 4 – testing revealed areas of concern, the Head of Service will provide a written response to the audit report for consideration by Members of Audit Committee

Category 5 – testing revealed areas of significant concern. The Head of Service and/or Service Manager will attend audit committee