

**FINAL REPORTS ISSUED IN PERIOD ENDING 31 DECEMBER 2015**

<b>AUDIT AREA</b>	<b>BRIEF DESCRIPTION OF SCOPE OF THE AUDIT</b>	<b>FINAL OPINION</b>
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<b>CHILDREN AND ADULT SERVICES (CAS)</b>		
Stronger Families Programme	Advice / Support provided through collaboration during the claim submission window.	N/A
Health Visitor Transition	Due diligence work undertaken in relation to the transfer of commissioning responsibilities to DCC from NHS England regarding health visiting and family nurse partnership services.	N/A
Durham Pathways - Theft of Service Users Money From Safe	An Advice and Consultancy review that considered cash holding/recording arrangements following a reported theft of Service Users money from safe	N/A
Extra Care	An assurance review that focused on compliance with DCC policies and procedures in relation to: <ul style="list-style-type: none"> <li>• The completion of Financial Transaction records;</li> <li>• The operation of the Cheque Encashment arrangements;</li> <li>• The operation of one Amenity Fund;</li> <li>• The ordering, goods receipting and invoicing arrangements;</li> <li>• The operation of petty cash;</li> <li>• The completion of Rotas, Worker Programmes and Timesheets;</li> <li>• The Budgetary Control arrangements;</li> <li>• The completion of DBS checks.</li> </ul>	Moderate

<b>NEIGHBOURHOOD SERVICES (NS)</b>		
Civil Engineering Framework Sub £20k	An assurance review undertaken at the request of the Corporate Director of Resources regarding the use of the Framework and whether value for money was being achieved and that the procurement process is transparent, fair and complies with legislation.	Limited
Electrical Components Procurement Card Expenditure	Review undertaken in response to concerns raised that Contract Procedure Rules, Procurement Card Policy & Manual and Code of Conduct had not been fully complied with in respect of orders from a framework agreement for electrical components.	Limited

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Contract Audit - Construction Programme and Project Management (PPM)	Assurance review that considered the management of the following risks: <ul style="list-style-type: none"> <li>• Build does not meet specification and cost increases through unauthorised or poorly managed variations to contract</li> <li>• Delays and cost increases through unauthorised or poorly managed extensions of time</li> <li>• Over payments are made due to interim and final accounts not being verified before payment</li> <li>• Appropriate insurance cover is not in place to mitigate losses that the Council may face.</li> </ul>	Substantial
Contract Audit-Highways	Assurance review that considered the management of the following risks: <ul style="list-style-type: none"> <li>• Build does not meet specification and cost increases through unauthorised or poorly managed variations to contract</li> <li>• Delays and cost increases through unauthorised or poorly managed extensions of time</li> <li>• Over payments are made due to interim and final accounts not being verified before payment</li> <li>• Appropriate insurance cover is not in place to mitigate losses that the Council may face.</li> </ul>	Moderate
County Durham Sport	A grant review that verified compliance with the terms and conditions of the grant for the submission covering the period 01/04/2014 to 31/03/2015	N/A
Integrated Leisure Management System	Support provide to the working group as part of the ILMS implementation.	N/A
Markets – Review of income collection and contract monitoring arrangements	An assurance review that considered the management of the following risks: <ul style="list-style-type: none"> <li>• Rent charges and fixed fees are not in line with corporate/service goals.</li> <li>• Rent monies are lost or stolen.</li> <li>• Rent/Fixed fees are uncollected</li> <li>• Incorrect rents are charged</li> <li>• Downturn in markets use</li> <li>• Markets are inadequately insured</li> <li>• Stolen, prohibited, counterfeit, dangerous goods, and unsafe food for sale.</li> <li>• Stallholders not acting in compliance with market rules.</li> </ul>	Moderate
Leases – Vehicles and Plant	An assurance review that considered the management of the risks of inaccurate recording of financial transactions and accounting information, and that value for money is not achieved in the acquisition or management of assets.	Substantial
Animal Health – Follow Up	An assurance review which considered the action taken by the Service in addressing recommendations raised in the previous audit review that had resulted in a Limited Assurance opinion.	Substantial

<b>REGENERATION AND ECONOMIC DEVELOPMENT (RED)</b>		
Park and Ride Scheme	<p>Assurance review of the arrangements in place to mitigate against the risks of;</p> <ul style="list-style-type: none"> <li>• Income is not accounted for or is misappropriated</li> <li>• Breach of the Data Protection Act</li> <li>• Inaccurate reporting of performance</li> </ul>	Moderate
Private Sector Housing – Selective Licensing	<p>Assurance review of the arrangements in place to mitigate against the risks of;</p> <ul style="list-style-type: none"> <li>• Areas are not designated as selective licensing areas in accordance with the Housing Act 2004</li> <li>• Properties within selective licensing areas are not known of and regulated correctly</li> <li>• Licenses are not issued in accordance with the Housing Act 2004</li> <li>• Income is not accounted for or is misappropriated</li> <li>• Non-compliance with license conditions</li> <li>• Selective licensing requirements are not known or not applied correctly</li> <li>• Data is lost or stolen. Data is handled, processed, stored, accessed or disclosed inappropriately</li> </ul>	Moderate
Planning System	<p>Assurance review of the arrangements in place to mitigate against the risks of;</p> <ul style="list-style-type: none"> <li>• There are inconsistencies in the processes used to administer and manage the determination of planning applications</li> <li>• The system used to process planning applications is inefficient</li> <li>• The system does not provide value for money</li> <li>• System access is not appropriate or secure</li> <li>• The authority does not comply with relevant planning legislation or regulations</li> <li>• Up to date and reliable management information is not available</li> <li>• Performance indicators are inaccurate</li> </ul>	Moderate
Building Control	An investigation, subsequent to a Local Government Ombudsman report, following a complaint which alleged that a Building Control Officer had 'gazumped' a member of the public whilst working in his official capacity, and that the officer continued to act on behalf of the Council following the purchase.	N/A
Flexible Enterprise Development Fund	Grant Certification	N/A

<b>RESOURCES</b>		
Revenues & Benefits reconciliations	<p>Assurance review of the arrangements in place to mitigate against the risks of;</p> <ul style="list-style-type: none"> <li>• Material errors / fraudulent activities within feeder systems or the General Ledger are not identified and corrected</li> <li>• Performance is not properly managed</li> </ul>	Substantial
Officer Scheme of Delegation	<p>Assurance review of the arrangements in place to mitigate against the risk of decisions being made which are not lawful or do not comply with the Council's Constitution, Financial and Contract Procedures Rules.</p>	Substantial
Leases	<p>Assurance review of the arrangements in place to mitigate against the risks of;</p> <ul style="list-style-type: none"> <li>• Inaccurate recording of financial transactions and accounting information</li> <li>• Value for money is not achieved in the acquisition or management of assets</li> </ul>	Substantial
Contract Management	<p>Assurance review of the arrangements in place to mitigate against the risks of;</p> <ul style="list-style-type: none"> <li>• Contract management arrangements are not in place for the end of a contract and the transition to a new provider with a new contract</li> <li>• The contractor does not fulfil the contract to the required standard or level of performance</li> <li>• Risk management arrangements are not in place</li> <li>• The Council pays for goods, services or works that are not provided or completed</li> <li>• The contract manager is not sufficiently objective in their relationship with the supplier</li> <li>• No arrangements to provide for continuing services needs after the termination or expiry of the contract are put in place</li> <li>• The written contract does not cover all pertinent areas and issues leaving the council unduly exposed to risks associated with the activity</li> </ul>	Moderate
Password Management	<p>Assurance review of the arrangements in place to mitigate against the risk of unauthorised access being gained to systems, information or data.</p>	Moderate