

Corporate Governance / Internal Control Reports

AUTHORITY: **POWYS COUNTY COUNCIL**
 PERIOD: **1st April 2011 to 31st March 2012**

This is a management information report prepared by the Internal Audit Section to enable the Directors and Service Heads to fulfil their responsibility of maintaining sound systems of Internal Control. The report is a consolidation of the Internal Audit work, opinions and recommendations undertaken in the Financial Year. Services areas / Systems are grouped in four main assurance categories using a traffic light system, which are:-

- **HIGH Assurance** - Key controls exist that are consistently and effectively applied; key service objectives are being achieved.
- **SATISFACTORY Assurance** – Majority of key controls exist, but some areas of inconsistent application. These should not significantly affect the key service objectives.
- **LIMITED Assurance** – Significant evidence that some key controls and application do not exist. Some risk that service objectives will not be achieved.
- **INADEQUATE Assurance** - Fundamental failure of key controls that represent a significant risk of failing to meet service objectives.

Directorate	High Risk		Medium Risk		Low Risk		Assurance Level
	Audits	%	Audits	%	Audits	%	
Care & Well-Being	2	9%	13	59%	7	32%	LIMITED
Finance & Infrastructure	5	19%	4	15%	17	66%	SATISFACTORY
Law & Governance	2	17%	2	17%	8	66%	SATISFACTORY
Community, Skills & Learning	6	11%	12	23%	35	66%	SATISFACTORY
TOTALS (Overall)	15	13%	31	27%	67	60%	See below

OVERALL OPINION

The overall Internal Control Opinion for the **POWYS COUNTY COUNCIL** is :

SATISFACTORY ASSURANCE

Detailed Control Report - CARE & WELL-BEING

2011-12

Final

ADULT CARE											
Risk	Service	Audit Area	Report Issue date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Merit	Fund	Sig	Merit	
High	Reablement	Short Term Care	08-Sep-11	Low	3	9	0	3	9	0	100%
Medium	Learning Difficulties	Day & Employment -Cyfle Newydd	27-Jul-11	Limited	1	12	3	1	12	3	100%
Medium	Learning Difficulties	Day & Employment - Sylfaen	27-Jul-11	Limited	1	14	3	1	14	3	100%
Medium	Learning Difficulties	Day & Employment - Cerric Camu	27-Jul-11	Limited	1	11	4	1	11	4	100%
Medium	Learning Difficulties	Day & Employment - Castell y Dail	27-Jul-11	Limited	1	11	8	1	11	8	100%
Medium	Learning Difficulties	Day & Employment - Leighton	19-Aug-11	Limited	6	6	6	6	6	6	100%
Medium	Learning Difficulties	Day & Employment - Maes y Wennol	25-Sep-11	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Medium	Reablement	Delayed Transfer of Care	09-Mar-12	Limited	4	5	0	4	5	0	100%
Medium	Reablement	Direct Payment- Follow up	19-Jan-12	Limited	6	10	0	6	10	0	100%
Medium	Adult	Investigation of Complaints	23 May 2011	Limited	1	4	2	1	4	2	100%
Medium	Adult	Out of Hours Emergency Service	21 April 2011	Limited	0	3	0	0	3	0	100%
Low	Commissioning	Grants to Vol Bodies -Follow up	14-Mar-12	Qualified	0	4	0	0	4	0	100%
Low	Learning Difficulties	Contracted Services	03-Mar-12	Qualified	0	6	1	0	6	1	100%
Low	Adult	Business Continuity- Adult Services	04 May 2011	Low	6	0	0	6	0	0	100%
TOTAL					27	86	27	27	86	27	100%

CHILDRENS SERVICES											
Risk	Service	Audit Area	Report Issue date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Merit	Fund	Sig	Merit	
Medium	Children	Investigation of Complaints	23 June 2011	Limited	1	4	2	1	4	2	100%
Medium	Children	Out of Hours Emergency Service	21 April 2011	Limited	0	3	0	0	3	0	100%
Low	Children	Direct Payment-follow up	15 June 2011	High	4	9	1	4	9	1	100%
Low	Children	Leaving Care	24 February 2012	High	0	3	2	0	3	2	100%
TOTAL					4	9	1	4	9	1	100%

HOUSING											
Risk	Service	Audit Area	Report Issue date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Merit	Fund	Sig	Merit	
High	Housing	Repair and Maintenance Invest (1)	21/06/2011	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Medium	Housing	Housing Allocations	16/11/2011	Limited	1	8	0	1	8	0	100%
Low	Housing	Housing Adaptations	19/07/2011	Qualified	1	7	3	1	7	3	100%
Low	Housing	Repair and Maintenance Invest(2)	01/05/2011	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL					2	15	3	2	15	3	100%

Detailed Control Report - FINANCE & INFRASTRUCTURE

2011-12

FINAL

FINANCE											
Risk	Service	Audit Area	Report Issue Date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Mer	Fund	Sig	Mer Att	
High	Finance	Information Security Breach	28/03/2012	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
High	Finance	Purchase Cards	16 May 2011	Low	6	7	2	6	7	2	100%
Medium	Finance	Grants Management	28/09/2011	Qualified	0	3	3	0	3	3	100%
Low	Finance	National fraud Initiative	Ongoing	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Low	Finance	Creditors	19/09/2011	Qualified	3	5	0	3	5	0	100%
Low	Finance	NNDR	05/08/2011	High	0	0	1	0	0	1	100%
Low	Finance	Debtors	03/04/2012	Qualified	0	10	4	0	10	4	100%
Low	Finance	Main Accounting	05/04/2012	Qualified	2	6	0	2	6	0	100%
Low	Finance	VAT	18/04/2012	Qualified	1	2	3	1	2	3	100%
Low	Finance	Cash Receipting	03 May 2011	Qualified	0	4	0	0	4	0	100%
TOTAL					12	37	13	12	37	13	100%

LOCAL & ENVIRONMENTAL SERVICES											
Risk	Service	Audit Area	Report Issue Date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Mer	Fund	Sig	Mer Att	
High	Fleet	Pool Car - Private Use	01/08/2011	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
High	Highways	Depots- Follow up	22/06/2001	Low	2	7	1	2	7	1	100%
High	Highways	ROCC System Stores	15/07/2011	Low	4	3	0	4	3	0	100%
Medium	Design & Property	Facilities Management	21/02/2012	Limited	1	11	0	1	11	0	100%

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Medium	Property	Property Letting	26 May 2011	Limited	3	3	6	3	3	6	100%
Low	Highways	Environmental Audit - Builth Depot	10/05/2011	Qualified	*	*	*	*	*	*	N/A
Low	Development Control	Section 38 & 278 Agreements	04/05/2011	Qualified	0	3	2	0	3	2	100%
Low	Highways	Environmental Audit - Llanidloes Depot	08/08/2011	Qualified	*	*	*	*	*	*	N/A
Low	Highways	Environmental Audit - Llanbrynmair Depot	09/08/2011	Qualified	*	*	*	*	*	*	N/A
Low	Waste	Bring Sites - follow up	05/08/2011	Qualified	0	3	0	0	3	0	100%
Low	Design & Property	Environmental Audit - Hendreladus	18/11/2011	Qualified	*	*	*	*	*	*	N/A
Low	Design & Property	Professional Service Contracts	27/03/2012	Qualified	0	11	0	0	11	0	100%
Low	Highways	Environmental Audit - Ddole Road Depot	13/03/2012	Qualified	*	*	*	*	*	*	N/A
Low	Design & Property	Environmental Audit - Gwalia	13/03/2012	Qualified	*	*	*	*	*	*	N/A
Low	Design & Property	Environmental Audit - EMS	22/03/2012	Qualified	*	*	*	*	*	*	N/A
TOTAL					10	41	9	10	41	9	100%

* All Non-conformances are responsibility of Energy Management Group

PUBLIC PROTECTION											
Risk	Service	Audit Area	Report Issue Date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Mer	Fund	Sig	Mer Att	
Medium	Environmental Health	Private Water Supplies	03/01/2012	Limited	1	5	2	1	5	2	100%
TOTAL					1	5	2	1	5	2	100%

Detailed Control Report - LAW & GOVERNANCE

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HUMAN RESOURCES											
Risk	Service	Audit Area	Report Issue Date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Mer Att	Fund	Sig	Mer Att	
Low	Employment	Travel Expenses System (Phase 2)	02/09/2011	Qualified	0	5	0	0	5	0	100%
Low	Employment	Recruitment	01/06/2011	Qualified	0	1	3	0	1	3	100%
Low	Employment	Establishment Change System	28/03/2012	Qualified	2	5	1	2	5	1	100%
TOTAL					2	11	4	2	11	4	100%

ICT & CUSTOMER SERVICES											
Risk	Service	Audit Area	Report Issue Date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Mer Att	Fund	Sig	Mer Att	
High	Customer	CSP - Machynlleth Investigation	01/09/2011	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Medium	ICT	Telephones	23/02/2012	Limited	2	5	3	2	5	3	100%
Low	Customer	Registrar - Welshpool	10/05/2011	Qualified	0	6	1	0	6	1	100%
Low	Customer	Registrar - Newtown	10/05/2011	Qualified	0	5	2	0	5	2	100%
Low	Customer	CSP - Gwalia	25/04/2012	Qualified	0	2	0	0	2	0	100%
Low	Customer	CSP - Machynlleth	26/04/2012	Qualified	0	3	2	0	3	2	100%
Low	ICT	ICT Procurement	04 May 2011	Qualified	1	5	3	1	5	3	100%
TOTAL					1	5	3	1	5	3	100%

LEGAL, DEMOCRATIC & SCRUTINY											
Risk	Service	Audit Area	Report Issue Date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Mer Att	Fund	Sig	Mer Att	
High	Corporate	Officer Interests (Welshpool)	N/A	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Medium	Legal	Declaration of Interests, Gifts & Hospitality	20/07/2001	Limited	0	7	0	0	7	0	100%
TOTAL					0	7	0	0	7	0	100%

Detailed Control Report - COMMUNITIES, SKILLS & LEARNING

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SCHOOLS & INCLUSION											
Risk	Service	Audit Area	Report Issue date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Merit	Fund	Sig	Merit	
High	Establishment	Business Continuity	01/02/2012	Low	1	1	1	1	1	1	100%
High	Establishment	High School Balances	16/02/2012	Low	2	2	1	2	2	1	100%
High	Establishment	Unofficial Funds	12/05/2011	Limited	3	6	3	3	6	3	100%
Medium	Schools	Primary - Caehopkin CP	25/11/2011	Limited	1	5	0	1	5	0	100%
Medium	Schools	Primary - Llanfaes CP	08/12/2011	Limited	1	8	0	1	8	0	100%
Medium	Schools	Primary- Meifod CP	16/01/2012	Limited	0	9	2	0	9	2	100%
Medium	Establishment	Free School Meals	21/08/2011	Limited	0	6	2	0	6	2	100%
Medium	Establishment	Out of School Clubs	09/11/2011	Limited	2	1	0	2	1	0	100%
Medium	Establishment	Fair Funding Allocations	28/03/2011	Limited	1	6	0	1	6	0	100%
Medium	Establishment	Post 16 Funding Allocation	10/04/2012	Limited	1	4	0	1	4	0	100%
Low	Schools	Primary School- Knighton CP	23/06/2011	High	0	3	1	0	3	1	100%
Low	Schools	Primary School- Abercrave CP	23/06/2011	Qualified	0	7	1	0	7	1	100%
Low	Schools	Primary School- Archdeacon Griffiths	30/06/2011	Qualified	0	4	1	0	4	1	100%
Low	Schools	Primary School- Ardleen CP	01/07/2011	Qualified	1	7	4	1	7	4	100%
Low	Schools	High School - Welshpool	05/07/2011	High	0	1	3	0	1	3	100%
Low	Schools	Primary -Ysgol Rhiw Bechan	17/06/2001	Qualified	1	2	2	1	2	2	100%
Low	Schools	Primary -Ysgol Gynrad Machynlleth	26/07/2011	Qualified	0	8	5	0	8	5	100%
Low	Schools	High School - Crickhowell	20/09/2011	Qualified	0	5	3	0	5	3	100%
Low	Schools	Primary - Newbridge on Wye CP	20/10/2011	Qualified	0	5	0	0	5	0	100%
Low	Schools	Primary - Carreghofa CP	23/10/2011	Qualified	0	2	5	0	2	5	100%
Low	Schools	Primary - Bronllys CP	07/12/2011	Qualified	0	6	0	0	6	0	100%
Low	Schools	Primary - Rhosgoch CP	17/01/2011	Qualified	0	2	0	0	2	0	100%

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Low	Schools	Primary - Nantmel CiW	03/01/2012	Qualified	0	6	1	0	6	1	100%
Low	Schools	Primary - St Micheals CiW	16/12/2011	Qualified	0	7	2	0	7	2	100%
Low	Schools	Primary - Carno CP	23/01/2012	Qualified	1	3	3	1	3	3	100%
Low	Schools	Primary- Aberfasp CP (closure)	16/12/2011	Qualified	0	0	0	0	0	0	100%
Low	Schools	Primary- Buttington/ Trewern CP	16/01/2012	Qualified	1	2	3	1	2	3	100%
Low	Schools	High School- Llandrindod	21/02/2012	Qualified	0	0	7	0	0	7	100%
Low	Schools	Primary- Llanrhaeadr ym Mochnant CP	29/03/2012	Qualified	0	7	0	0	7	0	100%
Low	Schools	High School - Maesydderwen	26/04/2012	Qualified	0	1	6	0	1	6	100%
Low	Establishment	School Procurement	23/08/2011	Limited	3	6	0	3	6	0	100%
Low	Establishment	Grant- Breakfast Club	08/08/2011	Qualified	0	0	0	0	0	0	100%
Low	Establishment	Grant -CBT	24/10/2011	Qualified	0	0	0	0	0	0	100%
Low	Establishment	Grant - Community Focus	02/12/2011	Qualified	0	0	0	0	0	0	100%
TOTAL					19	132	56	19	132	56	100%

LEISURE & RECREATION											
Risk	Service	Audit Area	Report Issue date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Merit	Fund	Sig	Merit	
High	Catering	Caterinng Irregularity -Guildsfield CP	13/04/2012	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
High	Leisure	Leisure Centre - Brecon (budget Short)	01/02/2012	No Opinion	N/A	N/A	N/A	N/A	N/A	N/A	N/A
High	Youth	Youth Club Returns - Follow up	24/02/2012	Low	2	2	2	2	2	2	100%
Medium	Catering	Secondary School Catering Review	25/05/2011	Limited	1	10	9	1	10	9	100%
Medium	Leisure	Leisure Centre - Knighton	01/08/2011	Limited	1	8	1	1	8	1	100%
Medium	Catering	School Meal Arrears	10/01/2012	Limited	0	4	6	0	4	6	100%
Low	Leisure	Environmental Audit - Llanfair C LC	16/05/2011	Qualified	*	*	*	*	*	*	N/A
Low	Leisure	Environmental Audit - Bro Dyfi LC	22/06/2011	Qualified	*	*	*	*	*	*	N/A

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Low	Leisure	Leisure Centre - Llanfyllin	01/07/2012	High	0	0	1	0	0	1	100%
Low	Leisure	Environmental Audit - Staylitttle	15/09/2011	Qualified	*	*	*	*	*	*	N/A
Low	Leisure	Leisure Centre - Buith Wells	06/12/2011	Qualified	0	2	1	0	2	1	100%
Low	Leisure	Environmental Audit - Knighton LC	23/11/2011	Qualified	*	*	*	*	*	*	N/A
Low	Leisure	Environmental Audit - Rhayader LC	23/02/2012	Qualified	*	*	*	*	*	*	N/A
Low	Youth	Youth Club Investigation	28/03/2012	Irregularity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL					4	26	20	4	26	20	

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REGENERATION & DEVELOPMENT											
Risk	Service	Audit Area	Report Issue date	Assurance Opinion	Weaknesses			Agreed Actions			% Accept
					Fund	Sig	Merit	Fund	Sig	Merit	
Medium		Grant - B2N (Claim3)	12 August 2011	Qualified	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Medium		Workshops - Follow up	24 February 2012	Limited	4	1	2	4	1	2	100%
Low		Grant - ISpeed (Claim 3)	28 July 2011	Qualified	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Low		Grant - ISpeed (Claim 4)	10 February 2012	Qualified	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Low		Grant - B2N (Claim4)	09 March 2012	Qualified	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL					4	1	2	4	1	2	100%