

**INTERNAL AUDIT SECTION
OUTTURN REPORT JULY 2010 TO MARCH 2011**

<u>Cod</u>	<u>Job</u>	<u>Job Name</u>	<u>Days</u>	<u>Hours</u>	<u>Budget</u>	<u>Date Commenced</u>	<u>Date Closed</u>	<u>Audit Option</u>
Finance and Property								
	Service	FINANCE						
A	6 Creditors 0910		4.02	29.75	21.00	01/07/201	31/12/2010	Reasonable
	13 Bridgend Day Centre 09/10		3.04	22.50	7.00	01/07/201		
	15 Final Accounts		6.44	47.67	70.00	01/07/201		
	17 Pen y Fai School Project		11.25	83.25	35.00	01/07/201		
	18 Caerau School Project		7.30	54.00	21.00	01/07/201		
	19 Welsh Purchasing Consortium		1.86	13.75	14.00	01/07/201	08/04/2011	Reasonable
	20 Procurement		33.41	247.25	140.00	01/07/201		
	30 Tendering 09/10		4.05	30.00	14.00	01/07/201	04/03/2011	Reasonable
	31 Sundry Debtors 09/10		2.23	16.50	7.00	01/07/201	16/09/2010	Reasonable
	43 Maesteg SI		7.23	53.50	21.00	01/07/201		
	47 E Procurement Presentations		2.64	19.50	35.00	01/07/201	31/12/2010	N/A
	50 Insurance		12.64	93.50	140.00	12/08/201	04/03/2011	Substantial
	53 Resources Advice		8.95	66.25	35.00	01/07/201		
	54 Current Contracts		3.28	24.25	70.00	02/08/201		
	65 Procurement Card SI		14.66	108.50	70.00	20/10/201	31/12/2010	Limited
	66 Housing Benefits		13.78	102.00	105.00	21/10/201	04/03/2011	Substantial
	67 CT & NNDR		26.59	196.75	70.00	21/10/201		
	78 Project Management Protocol		0.64	4.75	7.00	25/10/201		
	87 Main Accounting System		25.28	187.05	140.00	22/11/201	15/04/2011	Substantial
	88 BMS Frameworks (Contingency)		2.50	18.50	35.00	06/12/201		
	93 Sundry Debtors		26.49	196.00	105.00	10/01/201		
Total	Service	FINANCE		1,615.22	1,162.00			
			218.27					
	Service	PROPERTY						
A	16 Energy Management		26.52	196.25	140.00	01/07/201		
	79 Building Maintenance		0.20	1.50	140.00	25/10/201		
Total	Service	PROPERTY		197.75	280.00			
			26.72					
Total	Directorate	Finance and Property		1,812.97	1,442.00			
			245.00					

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ICT and Customer Contact								
	Service	ICT SERVICES						
C	1	Disposal of Assets	4.76	35.25	14.00	01/07/201	30/07/2010	Reasonable
	2	Security Forum	7.06	52.25	42.00	01/07/201		
	3	Web Development Project	2.03	15.00	35.00	01/07/201		
	5	Servicedesk (Background research)	1.08	8.00	7.00	01/07/201	30/03/2011	N/A
	6	Power Supply for Data Centres	10.17	75.25	21.00	01/07/201	09/12/2010	Reasonable
	7	E-Payslips	0.61	4.50	3.50	01/07/201	30/09/2010	N/A
	9	Network Management and Control	19.32	143.00	140.00	05/07/201		
	10	Prep. work (Vale)	7.53	55.75	35.00	05/07/201	16/11/2010	N/A
	11	Advice and Guidance	6.28	46.50	70.00	01/07/201		
	12	Draig/ Careworks	1.45	10.75	35.00	20/07/201	30/03/2011	N/A
	13	Petty Cash	2.23	16.50	14.00	05/07/201	18/01/2011	N/A
	14	Information Management	4.73	35.00	35.00	05/07/201		
	15	School Meal System	1.01	7.50	7.00	20/07/201	20/09/2010	N/A
	16	MFD and Print Strategy (Background)	0.91	6.75	14.00	05/07/201	16/08/2010	N/A
	17	PCI DSS (research & enquiries)	1.96	14.50	35.00	26/07/201	30/03/2011	N/A
	18	Cedar Feeder (Electoral Services)	2.91	21.50	28.00	03/08/201		
	19	Internet & E-mail controls	0.95	7.00	56.00	09/08/201	30/03/2011	N/A
	20	Firewall	0.37	2.75	35.00	09/08/201		
	22	Data Security (Background)	0.61	4.50	21.00	16/08/201	04/10/2010	N/A
	23	Government Connect	2.36	17.50	35.00	16/08/201	30/03/2011	N/A
	24	IDEA work	3.31	24.50	70.00	23/08/201	30/03/2011	N/A
	25	E-Procurement	0.98	7.25	21.00	23/08/201		
	26	NFI (data modelling and submission)	9.39	69.50	105.00	13/09/201	11/10/2010	N/A
	27	Active Directory	0.34	2.50	35.00	21/09/201	30/03/2011	N/A
	28	Cedar Security	2.26	16.75	14.00	27/09/201		
	29	BCP Contingency arrangements	2.50	18.50	35.00	01/11/201		
	30	Data Security	1.55	11.50	28.00	01/11/201		
	31	Vale Network Audit	25.88	191.50	140.00	01/11/201		
	32	Vale Mobile Working Audit	2.33	17.25	70.00	01/11/201	30/03/2011	N/A
	33	BCP Testing Program (Test 1)	5.17	38.25	21.00	15/11/201	20/01/2011	Substantial
	34	Network Contingency Planning (Test 1)	0.10	0.75	21.00	15/11/201		
	35	NFI (Phase 2)	13.48	99.75	35.00	15/11/201		
	36	CAAT's	46.49	344.00	350.00	05/01/201		
			192.13					

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			0.00					
C	37 Data Security - Pen Drives		13.07	96.75	70.00	21/02/201		
	38 Virtualisation		0.64	4.75	105.00	28/03/201		
A	57 Shared Services - Vale Debtors		17.23	127.50	140.00	22/09/201	10/02/2011	N/A
Total	Service	ICT SERVICES		1,650.75	1,942.50			
Total	Directorate	ICT and Customer Contact		1,650.75	1,942.50			
								223.07

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Corporate Development and Partnerships								
	Service	CORPORATE DEVELOPMENT						
A	7 Members Allowances		14.73	109.00	70.00	01/07/201	14/01/2011	Reasonable
	32 LSB Grant 09/10		2.50	18.50	10.50	01/07/201	30/09/2010	Reasonable
	62 Elections		11.67	86.38	70.00	01/10/201		
	86 Job Evaluation (Contingency)		6.05	44.75	140.00	15/11/201		
	96 Contingency- Compliance with stds		2.84	21.00	35.00	31/01/201	10/03/2011	Reasonable
Total	Service	CORPORATE DEVELOPMENT		279.63	325.50			
			37.79					
	Service	HUMAN RESOURCES						
A	21 Sickness Absence		36.96	273.50	140.00	01/07/201		
	25 Staff Expenses 09/10		8.22	60.80	21.00	01/07/201	31/12/2010	Reasonable
	27 Recruitment & Selection 09/10		7.87	58.25	21.00	01/07/201	31/12/2010	Reasonable
	89 Payroll		45.57	337.25	140.00	21/12/201		
Total	Service	HUMAN RESOURCES		729.80	322.00			
			98.62					
Total	Directorate	Corporate Development and		1,009.43	647.50			

136.41

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Legal and Regulatory Services								
	Service	LEGAL SERVICES						
A	60	Cabinet & Committee - Governance	17.06	126.25	105.00	13/10/201	15/04/2011	Reasonable
	76	Legal & Regulatory Advise	0.24	1.75	35.00	25/10/201		
	82	Anti Fraud & Corruption Policy	0.81	6.00	35.00	08/11/201		
Total	Service	LEGAL SERVICES	18.11	134.00	175.00			
Total	Directorate	Legal and Regulatory Services	18.11	134.00	175.00			

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Children Directorate								
	Service	LEARNING						
A	1	Breakfast Club 09/10	0.20	1.50	7.00	01/07/201	30/09/2010	Reasonable
	2	Unlocking Potential Special Schools 0910	3.21	23.75	14.00	01/07/201	13/10/2010	Reasonable
	3	Innovation in small/rural schools 09/10	2.84	21.00	10.50	01/07/201	30/09/2010	Reasonable
	4	Community Focused Schools 09/10	14.91	110.33	10.50	01/07/201	04/03/2011	Reasonable
C	8	SI - Moving Forward Project	5.68	42.00	17.50	01/07/201	30/03/2011	Limited
A	33	DCELLS 09/10	1.82	13.45	10.50	01/07/201	30/09/2010	Reasonable
	34	Foundation Grant 09/10	6.89	51.00	31.50	01/07/201	22/10/2010	Reasonable
	36	SEN & Psychology Services	26.63	197.05	105.00	01/07/201	28/03/2011	Reasonable
	37	Children & Young Peoples Partnership	20.57	152.25	105.00	01/07/201		
	44	Advice Children	2.74	20.25	35.00	01/07/201		
	46	Governance Review - Access & Inclusion	34.05	252.00	105.00	19/07/201	31/12/2010	Limited
	48	Schools Annual Report	7.82	57.83	21.00	01/07/201	31/12/2010	Reasonable
	52	General Schools Work	10.93	80.92	35.00	01/07/201		
	80	Ysgol Y Ferch O'r Sger Corneli SI	15.25	112.83	21.00	01/11/201	04/03/2011	Limited
	108	Contingency - Archdeacon John Lewis	0.10	0.75	35.00	21/03/201		
Total	Service	LEARNING		1,136.92	563.50			
			153.64					
	Service	STRATEGY, PARTNERSHIPS & COMMISSIONING						
A	56	Catering Services	31.49	233.00	140.00	25/08/201	04/03/2011	Reasonable
	64	Home to School Transport	3.89	28.75	35.00	11/10/201		
			35.37					
Total	Service	STRATEGY, PARTNERSHIPS & COMMISSIONING		261.75	175.00			
	Service	SAFEGUARDING & FAMILY SUPPORT						
A	58	Adoption	15.20	112.50	105.00	27/09/201		
	59	Fostering - in-house	30.47	225.50	140.00	27/09/201		
	90	Council Residential Homes (Children)	0.07	0.50	140.00	21/12/201		
	97	Out of County Placements	0.07	0.50	105.00	01/02/201		
			45.81					
Total	Service	SAFEGUARDING & FAMILY SUPPORT		339.00	490.00			

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	Service	SCHOOLS						
A	5 Tremains Primary School 0910		0.51	3.75	3.50	01/07/201	31/12/2010	N/A
	42 Control Risk Self Assessment - CRSA		17.91	132.50	147.00	01/07/201		
	68 Blaengarw Primary School		7.45	55.17	21.00	04/10/201		
A	69 Ffaldau Primary School		6.05	44.75	21.00	04/10/201	01/02/2011	Substantial
	70 Newton Primary School		7.30	54.00	21.00	04/10/201	11/02/2011	Reasonable
	71 Penybont Primary School		5.98	44.25	21.00	04/10/201	01/03/2011	Reasonable
	72 St Mary's & St Patrick's Primary School		10.34	76.50	21.00	04/10/201	18/03/2011	Reasonable
	73 Tremains Primary School		6.55	48.50	21.00	04/10/201		
	74 West Park Primary School		7.30	54.00	21.00	04/10/201	01/02/2011	Substantial
	75 Ysgol Cynwyd Sant		6.62	49.00	21.00	04/10/201	24/03/2011	Substantial
	81 Porthcawl Comprehensive School		36.99	273.75	154.00	03/11/201		
	94 Ynysawdre Comprehensive School		13.99	103.50	154.00	17/01/		
	104 Pencoed Comprehensive School		14.26	105.50	154.00	01/03/201		
Total	Service	SCHOOLS		1,045.17	780.50			
			141.24					
Total	Directorate	Children Directorate		2,782.83	2,009.00			
			376.06					

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Communities Directorate								
	Service	REGENERATION AND DEVELOPMENT						
A	23 Homelessness 09/10		2.57	19.00	7.00	01/07/201	31/12/2010	Limited
	38 Fleet Services		0.68	5.00	7.00	01/07/201	08/07/2010	Reasonable
	39 Fuel		0.41	3.00	7.00	01/07/201	08/07/2010	Reasonable
	77 S106 Agreement Porthcawl (Contingency)		5.03	37.25	21.00	01/11/201		
	92 Physical Regeneration Projects		0.41	3.00	70.00	21/12/201		
	98 Contingency Communities Advice		0.61	4.50	21.00	02/02/201		
	100 Contingency - Homeless revisit		4.09	30.25	21.00	14/02/201		
			13.78					
Total	Service	REGENERATION AND DEVELOPMENT		102.00	154.00			
	Service	STREETSCENE						
A	10 Waste Management		3.85	28.50	105.00	02/08/201		
	63 Emergency Planning		7.94	58.75	70.00	11/10/201		
	101 Highways Maintenance		2.77	20.50	70.00	28/02/201		
	102 Street Lighting		2.26	16.75	70.00	28/02/201		
			16.82					
Total	Service	STREETSCENE		124.50	315.00			
Total	Directorate	Communities Directorate		226.50	469.00			
			30.61					

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Wellbeing Directorate								
	Service	ADULT SOCIAL CARE						
A	8 Establishments Assurance 0910		3.75	27.75	10.50	01/07/201	31/12/2010	Reasonable
C	21 Business Internet Banking		0.54	4.00	7.00	09/08/201	22/11/2010	N/A
A	49 Advice Wellbeing		1.93	14.25	35.00	01/07/201		
	91 Residential Care (Wellbeing)		0.07	0.50	140.00	21/12/201		
			6.28					
Total	Service	ADULT SOCIAL CARE		46.50	192.50			
	Service	HEALTHY LIVING						
A	9 Ynysawdre Pool 0910		1.69	12.50	21.00	01/07/201	31/12/2010	Limited
	14 Arts 09/10		11.15	82.50	70.00	01/07/201	31/12/2010	Reasonable
	24 Bridgend Rec Bars 09/10		2.20	16.25	7.00	01/07/201	30/09/2010	Reasonable
	28 Pyle Pool 09/10		0.61	4.50	7.00	01/07/201	31/12/2010	Reasonable
	29 Dual Use Sites 09/10		8.58	63.50	14.00	01/07/201	04/03/2011	Reasonable
	45 Garw Leisure Centre		13.72	101.50	56.00	14/07/201	08/04/2011	Reasonable
	84 Ogmre Life Centre		10.14	75.00	35.00	17/11/201	08/04/2011	Reasonable
	85 Maesteg Sports Centre		8.99	66.50	70.00	17/11/201	08/04/2011	Reasonable
	103 Sports Centres& Pools - Ynysawdre revisi		5.54	41.00	24.50	21/02/201		
			62.60					
Total	Service	HEALTHY LIVING		463.25	304.50			
Total	Directorate	Wellbeing Directorate		509.75	497.00			
			68.89					

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Cross Cutting								
	Service	CROSS CUTTING						
A	40	Follow up Pre APACE 1	11.96	88.50	105.00	07/07/201		
	51	09/10 Audits	2.91	21.50	35.00	01/07/201	31/12/2010	N/A
	99	Contingency BAVO Review	1.62	12.00	70.00	01/02/201		
	105	Follow up - Procurement Cards	6.89	51.00	14.00	01/03/201		
	106	Follow up - Inclusion	4.49	33.25	21.00	14/03/201		
	107	Follow up - Build Maint Tendering	4.59	34.00	21.00	14/03/201		
Total	Service	CROSS CUTTING		240.25	266.00			
Total	Directorate	Cross Cutting		240.25	266.00			
			32.47					

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External								
	Service	EXTERNAL						
A	83	County Borough Supplies - Pricing	3.75	27.75	21.00	08/11/201	31/12/2010	
Total	Service	EXTERNAL		27.75	21.00			
Total	Directorate	External		27.75	21.00			
			3.75					

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Overheads							
	Service	OVERHEADS					
O	2	Maternity Leave	66.22	490.00	315.00	01/07/201	
	3	Annual Leave	194.61	1,440.15	#####	01/07/201	
	4	Audit Committee	43.91	324.95	301.00	01/07/201	
	5	Bank Holidays	36.96	273.50	553.00	01/07/201	
	7	Continuous Improvement	40.57	300.25	658.00	01/07/201	
	8	General Administration	152.67	1,129.75	770.00	01/07/201	
	9	External Audit Liasion	4.90	36.25	42.00	01/07/201	
	10	Leave (unpaid)	15.00	111.00	105.00	01/07/201	
	11	Management & Supervision	24.66	182.50	280.00	01/07/201	
	12	Meetings	43.00	318.17	399.00	01/07/201	
	13	Planning General	34.39	254.50	259.00	01/07/201	
	15	Return to Work	0.81	6.00	84.00	01/07/201	
	16	Sickness Absence	49.16	363.75	329.00	01/07/201	
	17	Special Leave	5.69	42.08	231.00	01/07/201	
	19	Staffing Matters	9.29	68.75	84.00	01/07/201	
	20	Study / Exam Leave	12.09	89.50	140.00	01/07/201	
	21	Time Recording (inc. Flex)	14.22	105.25	217.00	01/07/201	
	22	Training - Internal /External Courses	24.56	181.75	308.00	01/07/201	
	23	Training - Professional	11.05	81.75	336.00	01/07/201	
	24	Working Groups / Outside bodies WCAG	9.90	73.25	189.00	01/07/201	
Total	Service	OVERHEADS		5,873.10	7,427.00		
			793.66				
Total	Directorate	Overheads		5,873.10	7,427.00		
			Grand Total	14,267.33			
							1,928.02