

AUDIT REPORTS ISSUED: OPINION OF LIMITED ASSURANCE OR NO ASSURANCE

LIMITED ASSURANCE		Date To Audit Committee
Chi2104-01	The Beeches	1 November 2010
Chi2154-03	Winyates	1 November 2010
Chi2184-01	Nenegate	1 November 2010

FMSiS: Standard Executive Summary

The Financial Management Standard in Schools (FMSiS) process has been embedded into the Internal Audit programme and following external assessment the school has met the requirements of the Standard. The school submitted evidence required in order to support stated procedures and processes in meeting the Standard.

Appendix G4 details the areas within the school and evidence assessed that are satisfactory. Appendix G4 also highlights areas that are unsatisfactory and issues for improvement that have not warranted failure of the Standard are detailed within Appendix 2.

The school should continue to meet the requirements of the standard, and undertake the self assessment process regularly in order to demonstrate sound financial management and value for money are achieved.

The 'Guide to Further Best Practice in Financial Management' (G3B) details the non essential elements of the Standard, and the school should now monitor their progress against these criteria.

Recommendations made will be assessed against progress during September 2009, as part of a follow up review process.

Scope and Objectives

Year 2 primary schools are expected to comply with the Standard by March 2009.

The purpose of the audit was to obtain reasonable assurance that adequate controls and procedures are in place to meet the requirements of the DCSF FMSiS, and make observations and recommendations for improvement.

FMSiS comprises five subject elements which are:- Leadership & Governance; People Management; Policy & Strategy; Partnerships & Resources and Processes

Methodology

The school submitted a self assessment for review. An external assessment was conducted by examining the responses to the assessment and evidence submitted. A visit to the school was also undertaken.

Discussions were held with the following personnel:- Headteacher; Finance Manager; Education Finance, Peterborough City Council and Governors Services, Peterborough City Council

Audit Opinion

This audit was conducted in accordance with CIPFA's Code of Practice for Internal Audit in Local Government that requires compliance with relevant auditing standards. The audit was planned and performed so as to obtain all relevant information and sufficient evidence to express an opinion. The audit opinion is LIMITED ASSURANCE.

Chi2104-01: Conclusion

The school submitted a self-assessment in a timely manner and provided supporting evidence for review at the External Assessment visit. The school was categorised as a 'conditional pass' on 31st March 2010 as items of evidence remained outstanding. The school was given a time extension of 20 working days to supply this. The final piece of evidence was provided on the day of the deadline, which resulted in The Beeches Primary School passing the FMSiS. However, various control issues contributed to the Limited Assurance rating, including a lack of staff appraisal processes, not meeting financial deadlines, weaknesses within inventory control and a lack of a medium term School Development Plan.

Chi2154-03: Conclusion

Internal Audit undertook a review of financial controls at the school in November 2009. The recommendations were reviewed during February 2010 and found to be implemented sufficiently to enable the FMSiS assessment to take place. A visit to the school in the Spring term resulted in a short action plan which was addressed promptly. This has resulted in Winyates Primary School meeting the requirements of the FMSiS by the 31st March 2010. However, various control issues relating to the formulation of the School Development Plan, staff appraisals, profiling of budgets, production of the Statement of Internal control and inventories contributed to the Limited Assurance rating.

Chi2184-01: Conclusion

The school's re-submission of their G4 FMSiS Self Assessment was completed sufficiently to allow an External Assessment visit in the Spring term. The visit to the school resulted in a short action plan which was addressed by the Office/Finance Manager, who responded promptly to the request for additional information. This has resulted in NeneGate School meeting the requirements of the FMSiS. However, various control issues relating to the completion of the Statement of Internal control, the formulation of the School Development Plan, clerking arrangements, meeting financial deadlines and documentation of procedures contributed to the Limited Assurance rating.

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