



CITY AND COUNTY OF SWANSEA
DINAS A SIR ABERTAWE

Mrs Alex Williams
Head of Adult Services
City & County of Swansea
Civic Centre
Swansea
SA1 3SN

5 August 2016

Dear Mrs Williams

Audit Committee – Service User Assessment of Care

At the last meeting of the Audit Committee, the Chief Auditor presented a report showing the audits which had been finalised during the final quarter of 2015/16. The report highlighted any audits which had received a 'moderate' or 'limited' level of assurance and also identified the reasons why the audits received the negative level of assurance.

The Committee noted that the Service User Assessment of Care audit had received a moderate level of assurance

The main issues which led to the audit receiving a moderate level of assurance were

- Not all service users had received the required annual assessment
- Service provided to two users prior to completion of assessment
- Name of officer completing assessment not always recorded
- Assessments not always authorised by senior officer.

The Audit Committee were concerned that the audit had received a moderate level of assurance and asked me to write to you to say that the Committee expected to see a significant improvement in internal control as a result of the recent audit.

I understand that a follow up audit will be undertaken by the Internal Audit Section in the coming months to check that the agreed recommendations have been implemented within the agreed timescale. The results of the follow up audit will be reported to the Audit Committee where it is expected that

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substantial progress will have been made implementing the recommendations.

Yours sincerely

A handwritten signature in black ink, appearing to read "Mr A Thomas". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Mr A Thomas
Chair, Audit Committee.

Cc Mrs L James, Vice Chair, Audit Committee