
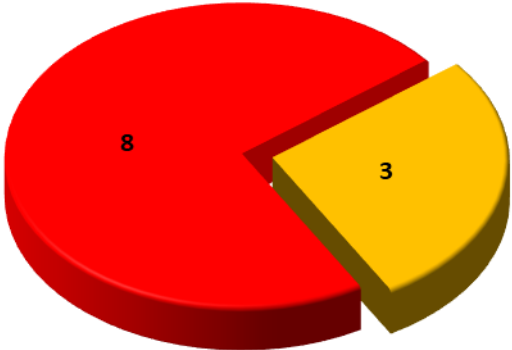


Appendix 2 – Appointeeship

<p>Directorate Finance and Resources Division Customer Services</p> <p>Previous review:</p>	<p>Overall Opinion: No Assurance</p>	<p>Direction of Travel: This is the first time that this area has been reviewed.</p> 								
<p><u>Scope and Approach:</u> In response to a request from the Director of Adult Social Care we have reviewed the way in which Appointeeships are managed with particular emphasis on:</p> <ul style="list-style-type: none"> • Confirming the balances held • A high-level review of system and controls • Identify key risks & next steps 										
<p>High Priority Recommendations</p> <p>2022-23 R1 BF57 approvals should be obtained in all cases in order that the Council can demonstrate that it is acting as instructed by the DWP. A record of the receipt of this notification should be recorded onto the FPM.</p> <p>2022-23 R2 These funds do not belong to the City Council and as such should be recorded separately within the client's money account. Each appointee should have their own bank account into which all income and expenditure should be recorded.</p> <p>2022-23 R3 There should be a full review of NCC's usage of the Financial Protection module with OCC to ensure that best practice is being followed and working practices are aligned with the intended use of the system.</p> <p>2022-23 R4 Once R3 above has been completed the training needs of colleagues should be assessed and where appropriate training provided.</p> <p>2022-23 R5 Steps should be taken to ensure that there is a comprehensive record of all activity undertaken on behalf of a client.</p> <p>Continued</p> <div data-bbox="1330 703 2047 1294" style="float: right; border: 1px solid black; padding: 10px; margin-top: 20px;"> <p style="text-align: center;"><u>Summary of the recommendations by priority</u></p>  <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Priority</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>High</td> <td>8</td> </tr> <tr> <td>Medium</td> <td>3</td> </tr> <tr> <td>Low</td> <td>0</td> </tr> </tbody> </table> </div>			Priority	Count	High	8	Medium	3	Low	0
Priority	Count									
High	8									
Medium	3									
Low	0									

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- 2022-23 R6 Appointees with negative balances within the Financial Protection Module should have their cases reviewed as a matter of priority to ensure that their financial needs are being met.
- 2022-23 R7 An urgent review of the appointee account balances should be undertaken to ensure that there is adequate funding to meet financial needs.
- 2022-23 R8 A full review of all the accounts within the Financial Protection Module with the aim of reducing those balances held and closing any accounts that are no longer required.