

**APPENDIX 2****Reasons for original assurance levels given (below Well)**

N.B. The issues noted here may have been addressed since the original report was issued.

**Quarters -1**

<b>AUDIT REVIEW</b>	<b>ASSURANCE LEVEL</b>	<b>ISSUES NOTED</b>	<b>Level at follow up</b>
Safeguarding	Inadequate	<ul style="list-style-type: none"><li>Recruitment policy does not reflect vetting processes detailed in the Safeguarding Policy</li><li>"Safer recruitment" training required for certain staff.</li><li>Inadequate records held to evidence checks being made.</li><li>Not all relevant job descriptions explicitly mention Safeguarding responsibilities</li><li>Retention and Disposal schedule is not clear on length of retention of documents.</li></ul>	<p><u>Performing Excellently</u></p> <p>At follow up it was found that all high and medium risks had been addressed.</p>
Contracts Monitoring	Adequate	<ul style="list-style-type: none"><li>A number of contracts in one area expired and no new contracts let.</li><li>Formal meetings and ad hoc visits not being adequately recorded</li><li>Contract details not held centrally</li><li>No documented procedures for ensuring assets are returned at the end of a contract (e.g. keys).</li></ul>	<p><u>Performing Well</u></p> <p>The expired contracts are being updated but this work is not yet complete.</p>
Car Parking	Adequate	<ul style="list-style-type: none"><li>Website does not contain all relevant information.</li><li>The Council is not a member of PATROL, a joint committee formed for parking appeal purposes.</li><li>Frequency of emptying machines and of patrolling car parks needs to be reviewed.</li></ul>	<p><u>Performing Well</u></p> <p>Recommendations have been or are being addressed.</p>