



North Yorkshire County Council

Certification of claims and returns 2011/12

Annual Report

February 2013

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1. Grant claims and returns certified for 2011/12

The following claims and returns have been certified and delivered to the appropriate entities within the relevant deadlines:

Claim or return	Value of claim/return	Date received	Date certified	Certification deadline	Adjustments required	Qualification letter issued
Teachers' Pension return	£34.9m	01/07/12	24/11/12	30/11/12	Yes	Yes

Notes

- All claims with a project lifetime value of over £125,000 require certification by the auditors.
- The grants for Sure Start, Early Years and Childcare, Rural Access to Opportunities Programme, RMT Delegated Fund and York and North Yorkshire Partnership Unit all ended in 2010/11 and hence no certification is required this year.
- Section 2 provides details of adjustments required and the qualification letter issued.
- An analysis of certification fees is shown in Appendix 1 to this letter.

2. Adjustments and qualification letters issued

The following adjustments have been made prior to certification by the auditors and one qualification letter has been issued.

Adjustments

- One minor disclosure adjustment was required to the Teachers' Pension return.

Qualification letters issued

- A letter was issued in respect of the Teachers' Pension return this year, disclosing the fact that salary details on the return were not fully directly supported by payroll reports due to adjustments being made for schools using other (non-NYCC) payroll providers and Academies using an estimated contributory salary. We understand that changes have been made to the reporting for schools using other (non-NYCC) payroll providers and Academies such that contributory salary amounts will be directly supported by payroll reports in the future.

3. Observations and recommendations arising from our certification work

Teachers' Pension return

- The initial format of the working papers made it difficult to follow the audit trail back to source documents for contributory salary reported in the return. This is because the payroll reports used to inform the contributions figures reported in the return do not report the relevant salary figures. The salary figures are instead derived from a different report and validated by grossing up for the percentage of contributions. The format of reporting for Academies also did not contain a full audit trail this year. Council staff worked hard to produce a full audit trail.

It is recommended that discussions are held with the payroll department to determine whether a report can be produced in future, showing all the relevant details required for the return, including contributory salary, with a full audit trail.

4. Closing remarks

This letter has been discussed and agreed with the Corporate Director – Finance and Central Services. A copy of the letter will be presented at the Audit Committee on 7 March 2013.

We would like to take this opportunity to express our appreciation for the assistance and co-operation provided during the course of the certification work. Our aim is to deliver a high standard of work which makes a positive and practical contribution which supports the Authority's own agenda. We recognise the value of your co-operation and support.



Deloitte LLP

Chartered Accountants

4 February 2013

The matters raised in this report are only those that came to our attention during our certification work and are not necessarily a comprehensive statement of all weaknesses that exist or of all improvements that might be made. You should assess recommendations for improvements for their full implications before they are implemented. In particular, we would emphasise that we are not responsible for the adequacy and appropriateness of the certification methodologies as they are derived solely from the Audit Commission.

This report has been prepared for the Members, as a body, and we therefore accept responsibility to you alone for its contents. We accept no duty, responsibility or liability to any other parties, since this report has not been prepared, and is not intended, for any other purpose.

Appendix 1: Analysis of certification fees

Claim or return	2012 £'000	2011 £'000
Sure Start, Early Years and Childcare grant	-	3.0
Teachers' Pension return	2.6	2.1
Rural Access to Opportunities Programme	-	1.1
RMT Delegated Fund	-	1.1
York & North Yorkshire Partnership Unit grant	-	1.7
Total	2.6	9.0

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