

Request:

Finance & HR Key Stakeholders

1. Please provide the contact information for the councils Director of Finance:
 - a. Name Mrs J Gillespie, Head of Finance
 - b. Email Janice.gillespie@northtyneside.gov.uk
 - c. Phone Number 0345 2000101

2. Please provide the contact information for the councils HR Director (or equivalent):
 - a. Name current post of Head of Human Resource and Organisational Development is vacant
 - b. Email
 - c. Phone Number 0345 2000101

Accounts Payable

1. Has the organisation undergone an audit reviewing accounts payable (AP) to recover monies paid in error in the last five financial years (12/13 – 16/17)? If so, please provide the following information based on the review
 - a. Name of third party supplier
 - b. Duration of the review
 - c. Total value of duplicated invoices/erroneous payments identified
 - d. How much did the third party invoice for any review work undertaken?
 - e. Did the organisation procure these services through a framework? If so, please state which framework
 - f. Please state the following detail for the stakeholder responsible for signing the accounts payable contract:
 - i. Name
 - ii. Job title
 - iii. Email Address
 - iv. Phone number

National Fraud Initiative (NFI) Review

1. For each audit completed as part of the National Fraud Initiative (NFI) over the last five years, please provide the following information. Please create a new table for each NFI.

National Fraud Initiative exercises which include creditors, payroll and pensions are only undertaken every two years. The 2016/17 exercise is the last NFI data matching exercise that included creditors, payroll and pensions data. Full records of NFI exercises undertaken prior to 2016/17 are not maintained.

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Creditors

Please note that some of the potential matches for investigation included below, are also included in the payroll summary below due to cross report matching type.

Identified by NFI review (£)	There were 1591 potential matches for review included in the 2016/17 exercise. These matches were identified from eleven different report types and to include a total aggregated value could be misleading due to different methods in calculating values in each report. For example, one value may relate to a specific individual payment, another value in a different report may be the total amount paid to a supplier in a specific time period, and to aggregate these values would be misleading. NB not all matches are errors.
Errors followed-up (£)	Using a risk assessed process a number of the 1591 matches in the 2016/17 exercise were subject to review, however specific records of each match reviewed were not maintained and the exact number is not held. A number of the matches reviewed identified errors, however as the NFI exercise is based upon historical data, the majority of these had already been identified and resolved through the Authority's internal procedures independent of the NFI exercise. Errors that had not already been identified, and were therefore subject to 'follow-up' totalled £37,025.11.
Total recovered (£)	£0 to date, but work is on-going.
Recovered by Trust	N/A
Recovered by third party	N/A
Name of third party used to follow-up and/or recover errors (e.g. Liaison, BDO, RSM)	ENGIE are the Authority's contracted business partners and provide financial processing services, and would assist with any recovery as part of this contract. We have not engaged a specialist third party in the last five years to recover any errors identified through the National Fraud Initiative.
Name of any data analysis and	None.

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Reference: RFI 1804082

filtering software packages used (e.g.

Pensions

Please note that some of the potential matches for investigation included below, are also included in the payroll summary below due to cross report matching type

Identified by NFI review (£)	There were 31 potential matches for review included in the 2016/17 exercise. These matches were from four different report types and to include a total aggregated value could be misleading due to different methods in calculating values in each report. NB not all matches are errors.
Errors followed-up (£)	5 potential errors have been identified through the 2016/17 exercise and the amount of the errors is in the process of being calculated.
Total recovered (£)	£0 to date, but work is on-going to identify the amount and recover as necessary.
Recovered by Trust	N/A
Recovered by third party	N/A
Name of third party used to follow-up and/or recover errors (e.g. Liaison, BDO, RSM)	ENGIE are the Authority’s contracted business partners and provide financial processing services, and would assist with any recovery as part of this contract. We have not engaged a specialist third party in the last five years to recover any errors identified through the National Fraud Initiative.
Name of any data analysis and filtering software packages used (e.g.	None

Payroll

Please note that some of the potential matches for investigation included below, are also included in the creditor and pensions summaries above due to cross report matching type.

Identified by NFI review (£)	There were 99 potential matches for review included in the 2016/17 exercise. These matches were from seven different report types and to include a total aggregated value could be misleading due to different methods in calculating values in each report. NB not all matches are errors.
Errors followed-up (£)	£0
Total recovered (£)	£0
Recovered by Trust	N/A

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Reference: RFI 1804082

Recovered by third party	N/A
Name of third party used to follow-up and/or recover errors (e.g. Liaison, BDO, RSM)	ENGIE are the Authority’s contracted business partners and provide financial processing services, and would assist with any recovery as part of this contract. We have not engaged a specialist third party in the last five years to recover any errors identified through the National Fraud Initiative.
Name of any data analysis and filtering software packages used (e.g.	None

2. Please describe the organisation’s process for following up NFI reviews:

- a. Who is responsible for this at the trust (name & job title)?
At North Tyneside Council, this is the Head of Finance.
- b. How many internal FTEs were required to follow-up on the last review?
Information not held.
- c. How many days did it take for the trust or any external auditors used to follow-up and recover money identified by the last NFI review?
Information not held.

Financial Recovery Suppliers

- 1. Please list all management consultants used in the last three financial years (14/15 – 16/17) to review / identify / recover savings. I.e. management consultants, recovery experts etc.

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