

Audit	Background to review	Key findings	Audit opinion (1)	Recommendations for improvement (Priority) (2)
Henrietta Parker Trust Funds	<p>Surrey County Council (SCC) is responsible for managing the Henrietta Parker Trust Funds (HPT), which is a registered charity. The original objectives of the fund were to promote education of the public by the provision of technical and manual instruction in the domestic sciences and allied subjects.</p> <p>The fund balance at March 2015 was £1.3m, where £0.84m was held as investments and £0.42m was held as cash within SCC accounts. The totality of expenditure from the trust over the last 5 years was £62,000 spent on items such as kitchen equipment, whilst income from investments totalled £162,000. The fund balance has continued to grow over the last 20 years.</p>	<p>SCC is not managing HPT effectively. It has not been managed in accordance with the requirements of the Charity Commission and it is unclear whether SCC is a “charity trustee” or a “custodian trustee”</p> <p>Little progress had been made on an earlier Internal Audit recommendation to review options for the future use of the Trust fund. There was no evidence of written plans or strategies setting out how HPT money could or would be used.</p> <p>SCC does not have in place processes to ensure it complies with the new Charity Commission Statement of Recommended Practice.</p> <p>The cash deposits held by SCC on behalf of HPT had not received any interest for the financial years 2009/10 to 2014/15.</p>	Unsatisfactory	<p>SCC to clarify its status as either a “charity trustee” or a “custodian trustee” and put in place an appropriate structure to manage the HPT funds. (H)</p> <p>Articles or association and other fundamental bases for governance that are required to manage HPT effectively should be established. (H)</p> <p>Establish a formal strategy for using the HPT money and ensure that it is implemented and followed. (H)</p> <p>Adopt appropriate accounting policies to ensure compliance with the annual reporting requirements for this size of fund. Create and submit annual accounts for the HPT. (M)</p> <p>Appoint an independent audit examiner for the HPT. (M)</p> <p>Ensure all interest due to the HPT is accounted for completely, calculating and paying into the fund any amounts due. (M)</p>

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