

**SUMMARY OF BREACHES OF FINANCIAL REGULATIONS  
IDENTIFIED DURING INTERNAL AUDIT WORK COMPLETED  
IN THE PERIOD**

<b>Description of Breach</b>	<b>Instances</b>
Procurement exercises of over £100k not recorded on officer decision log	2
Written quotations not obtained or documentation retained for a procurement exercise exceeding £5k	1

<b>Directorate</b>	<b>Instances</b>
Children, Education & Communities	1
Health, Housing & Adult Social Care	2