

SOUTHEND-ON-SEA BOROUGH COUNCIL

Progress report to those charged with governance

April 2018



INTRODUCTION

Summary of progress

This report provides the Audit Committee with an update of the progress in delivering the 2017/18 audit.

Auditors' principal objectives are to review and report on, to the extent required by the relevant legislation and the requirements of the Code of Audit Practice for Local Government, the audited body's:

- financial statements
- arrangements for securing economy, efficiency and effectiveness in its use of resources.

We are also required to certify specified grant claims and returns.

Progress updates on the recommendations raised in the Final Report to the Audit Committee are reported to the Audit Committee twice a year in January and June.

2017/18 Annual Audit Plan – progress summary as at 13 April 2018

Area of work	Scope / Associated deadlines	Status	Outputs / Date
Planning	Risk assessment and formulation of the audit plan. Detailed audit plan to be issued outlining direction of the audit.	First phase of work completed.	Planning Letter 2017/18 Reported to the Audit Committee in June 2017. Audit Plan 2017/18 To be presented to the Audit Committee in April 2018.
Interim audit	Audit of the key financial systems that support the financial statements of accounts. To be completed prior to commencement of the audit of the financial statements in June 2018.	Work currently in progress.	We report to management any deficiencies in internal control identified during the audit. Where such deficiencies are significant we also report them in our Final Report to the Audit Committee .
Financial Statements audit	Audit of the draft financial statements to determine whether they give a true and fair view of the Council's financial affairs and the income and expenditure for the year. Deadline for issue of audit opinion and publication of the statement of accounts is 31 July 2018.	Work currently in progress. Start date for final on-site visit agreed.	Final Report to the Audit Committee Target issue date July 2018. Opinion on the financial statements Target issue date July 2018.
Whole of government accounts audit	Audit of the consolidation pack for consistency with the audited statement of accounts. Consolidation pack opinion – deadline 31 August 2018.	Start date to be agreed.	Opinion on the WGA Consolidation Pack Target date August 2018.

Area of work	Scope / Associated deadlines	Status	Outputs / Date
Use of resources	<p>Approach for VFM Conclusion:</p> <p>One criteria:</p> <p>In all significant respects, the audited body had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people.</p> <p>The overall criterion is supported by three sub-criteria:</p> <ul style="list-style-type: none"> • Informed decision making • Sustainable resource deployment • Working with partners and other third parties <p>Conclusion to be given alongside the accounts opinion by the deadline of 31 July 2018.</p>	<p>Work currently in progress.</p> <p>Start date for final on-site visit agreed.</p>	<p>Final Report to the Audit Committee</p> <p>Target issue date July 2018.</p> <p>VFM conclusion</p> <p>Target issue date July 2018.</p>
Annual Audit Letter	Public-facing summary of audit work and key conclusions for the year. To be finalised by 31 October 2018.	This will follow completion of the Audit.	<p>Annual Audit Letter</p> <p>Target issue date August 2018.</p>
Grants and returns	To audit and submit BEN 01 (Housing Benefit) grant claim and returns by 30 November 2018 deadline.	<p>Work currently in progress.</p> <p>Start date for final on-site visit agreed.</p>	Housing Benefit grants claim and return to be submitted by 30 November 2018 deadline.
Non Audit Commission grants and returns	<p>To audit and submit Teachers' Pension and the Housing Pooled Capital Receipts grant claims and returns by the deadline.</p> <p>Teachers' Pensions: Deadline to issue reasonable assurance report is 30 November 2018.</p> <p>Housing Pooled Capital Receipts: Deadline: 31 October 2018.</p>	Start date to be agreed.	<p>Teachers' Pension grants claim and return to be submitted by the 30 November 2018 deadline.</p> <p>Housing Pooled Capital Receipts grants claim and return to be submitted by the 31 October 2018 deadline.</p>
Grants Report	Summary of our certification work completed on 31 March 2018 claims, to be issued by February 2019.	To be drafted after certification work concluded.	Grants Report to those charged with governance to be issued by December 2018 and will be presented to the January 2019 Audit Committee.

The matters raised in our report prepared in connection with the audit are those we believe should be brought to the attention of the organisation. They do not purport to be a complete record of all matters arising. No responsibility to any third party is accepted.

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