

Southend-on-Sea Borough Council

Agenda
Item No.

5

Report of Chief Executive and Town Clerk

to

Audit Committee

on

16 June 2010

Report prepared by: Linda Everard, Head of Internal Audit

PKF: Annual Audit Fee 2010/11

A Part 1 Public Agenda Item

1. Purpose of Report

1.1 To present the Annual Audit Fee Letter for 2010/11 to the Committee.

2. Recommendation

2.1 The Committee approves the fee for 2010/11 and the outline work programme proposed.

3. Background

3.1 As required by the Audit Commission's Code of Audit Practice 2005, the external auditor must produce an audit planning document. This should set out how the auditors intend to carry out their responsibilities in light of their assessment of risk. It should be presented to the relevant committee as soon as possible after the start of the relevant financial year.

3.2 The Audit Commission changed the arrangements from last year, requiring the auditor to issue a relatively brief "Fee Letter" by 30 April, including high level risks and an *indicative* fee level. A more detailed Plan will be issued in the autumn (December) following completion of the 2009/10 Accounts audit.

3.3 A senior representative of PKF (the appointed External Auditor to the Council) will present this report to the Audit Committee and respond to Members' questions.

4. Corporate Implications

4.1 Contribution to Council's Vision & Critical Priorities

All audit work contributes to the Corporate Aim of being "An Excellent Council" and the Cross Cutting Theme of "Becoming a Higher Performing Organisation".

4.2 Financial Implications

The prescribed requirements of what needs to be undertaken by the external auditor and the fee scales are defined by the Audit Commission. The fees proposed reflect the application of these requirements to this Council based upon an assessment of risk.

4.3 Legal Implications

The Council is required to have an external audit of its activities that complies with the requirements of the Audit Commission's Code of Audit Practice (the Code). By considering this report, the Committee can satisfy itself that this requirement is being discharged.

4.4 People and Property Implications

None

4.5 Consultation

The Annual Audit Fee Letter for 2010/11 has been discussed and agreed with the Chief Executive and Corporate Director, Support Services.

4.6 Equalities Impact Assessment

None

4.7 Risk Assessment

None

4.8 Value for Money

None

4.9 Community Safety Implications and Environmental Impact

None

5. **Background Papers**

- Audit Commission's Code of Audit Practice 2005
- Audit Commission's Work Programme and Scales of Fees 2010/11

6. **Attachment: PKF: Annual Audit Fee 2010/11**