

SOUTHEND-ON-SEA BOROUGH COUNCIL

Progress report to those charged with governance

September 2015



INTRODUCTION

Summary of progress

This report provides the Audit Committee with an update of the progress in delivering the 2014/15 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.

We will now only report progress against previous recommendations we have raised twice a year. The Head of Finance and Resources will continue to monitor progress of these in between to ensure that all recommendations are actioned.

2014/15 Annual Audit Plan - progress summary as at 14 September 2015

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 2014/15 Reported to the Audit Committee in June 2014. Audit Plan 2014/15 Reported to the March 2015 Audit Committee meeting.
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 July 2015.	Work is complete.	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 Those Charged with Governance .
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 30 September 2015.	Work substantially complete.	Final Report to Those Charged with Governance Being reported to the Audit Committee on the 30 September 2015. Opinion on the financial statements Accounts publication deadline 30 September.
Whole of government accounts audit	Audit of the consolidation pack for consistency with the audited statement of accounts. Consolidation pack opinion – deadline 2 October 2015.	Work in progress.	Opinion on the WGA Consolidation Pack To be issued by 2 October 2015.
Use of resources	Review of use of resources based on: <ul style="list-style-type: none"> proper arrangements in place for securing financial resilience proper arrangements for challenging how the Council secures economy, efficiency and 	Work substantially complete.	Results being reported in the Final Report Those Charged with Governance to the Audit Committee on the 30 September 2015.

Area of work	Scope / Associated deadlines	Status	Outputs / Date
	effectiveness. Conclusion to be given alongside the accounts opinion by the deadline of 30 September 2015.		VFM conclusion To be issued by 30 September 2015.
Annual Audit Letter	Public-facing summary of audit work and key conclusions for the year. To be finalised by 31 October 2015.	This will follow completion of the Audit.	Annual Audit Letter Target issue date October 2015.
Grants and returns	To audit and submit BEN 01 (Housing Benefit) grant claim and returns by 30 November 2015 deadline.	Work in progress.	Housing Benefit grants claim and return to be audited by 30 November 2015 deadline.
Non Audit Commission grants and returns	To audit and submit Teachers' Pension grant claim and returns by the deadline. Deadline to issue reasonable assurance report is 30 November 2015.	Start date of 28 September agreed.	Teachers' Pension grants claim and return to be audited by the 30 November 2015 deadline.
Non Audit Commission grants and returns	To audit and submit Housing Pooled Capital Receipts grant claim and returns by the deadline. Deadline 30 November 2015.	Start date to be agreed when instructions have been issued.	Housing Pooled Capital Receipts grants claim and return to be audited by 30 November 2015 deadline.
Grants Report	Summary of our certification work completed on 31 March 2015 claims, to be issued by February 2016.	To be drafted after certification work concluded.	Grants Report to those charged with governance to be issued by February 2016.

The matters raised in our report prepared in connection with the audit are those we believe should be brought to your attention. They do not purport to be a complete record of all matters arising. This report is prepared solely for the use of the council and may not be quoted nor copied without our prior written consent. No responsibility to any third party is accepted.

BDO LLP is a corporate establishment under the Limited Liability Partnership Act 2000 and a UK Member Firm of BDO International. BDO Northern Ireland, a separate partnership, operates under a licence agreement. BDO LLP and BDO Northern Ireland are both separately authorised and regulated by the Financial Conduct Authority to conduct investment business.

Copyright ©2015 BDO LLP. All rights reserved.

www.bdo.co.uk