

Audit Benchmarking Club
2008

Swindon Borough Council

compared with

Unitary authorities

PREFACE

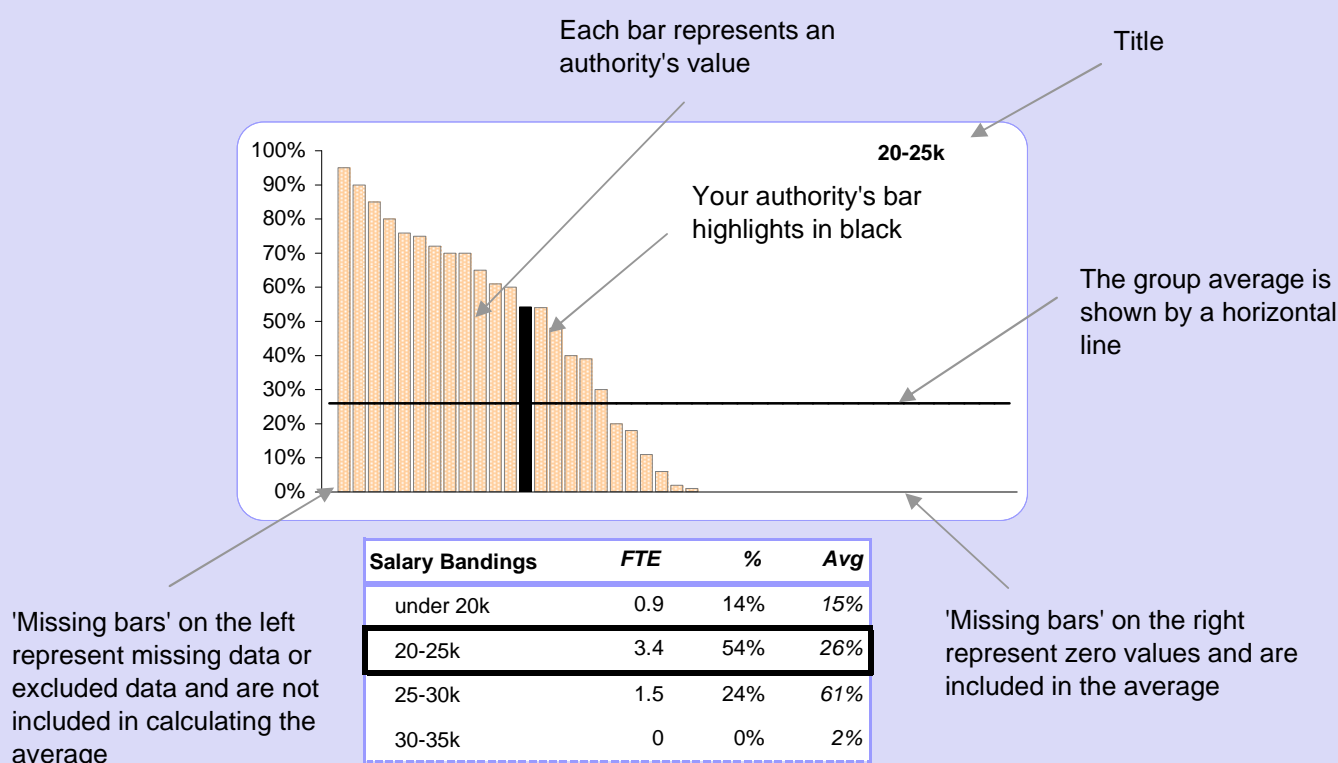
This report compares your data with the group of authorities specified on the title page.

Throughout the report your figures are shown in tables and in graphical form. If you are not familiar with our reports we hope this page will help you to better understand the way we present this data.

Averages: Almost all of our tables and charts compare your figure with a group average. The average is the unweighted mean value for the group. This average value ignores missing data, or data that we have excluded and for this reason sets of averages sometimes do not reconcile precisely.

Charts: We display a large amount of data on charts as this allows us to show the data for the entire group efficiently and gives far more information than a simple average (i.e. range of data, individual authority values etc...). Below we have annotated an example chart to help explain what they show.

Bar Charts: These are our standard method of displaying a full set of data



INTRODUCTION

This report compares your performance with the group of authorities specified on the title page. It is divided into the following sections.

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Section 1 - Cost Analysis

This section shows the analysis of audit costs for 2007/08 actuals and 2008/09 estimates.

The main benchmarks are cost per audit day, cost per £m turnover and chargeable days per auditor.

Section 2 - Audit Coverage

This section looks at audit days per £m gross revenue turnover and the split by type of audit. It then goes on to analyse the days spent on fundamental financial systems, operational risks and corporate governance.

Section 3 - Staffing

This section shows salary bandings and staff qualifications.

Section 4 - Time series

This section is particularly useful as it shows performance over time compared with the tier average. The time series shown are for cost per £m gross revenue turnover, cost per audit day, audit days per £m gross revenue turnover, cost per auditor and chargeable days per auditor.

Section 5 - Quartiles

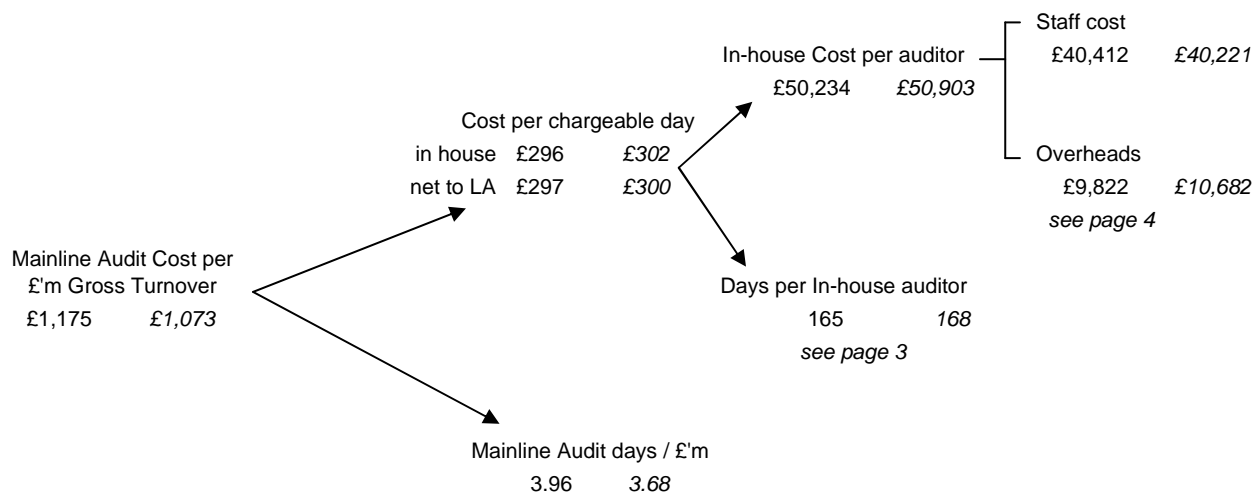
This section compares a member's figures with the quartile figures for the tier of authority. The quartile information is only included with the tiered reports.

SECTION 1 - COST ANALYSIS

2007/08 ACTUALS

This tree diagram starts with mainline audit cost/£m of gross turnover and breaks it down to cost/audit day and audit days/£m gross turnover. The cost/audit day is further analysed by cost/auditor and audit days/auditor.

Finally cost/auditor is split between pay and overheads. For each benchmark two figures are given, the first being the authority's value and the second (in italics) is the group average.



Chargeable Audit days

	Audit Days	Cost £'k	Cost/day	Avg
In-house	1,731	512	£296	£302
Bought-in +	0	0	na	£408
Gross	1,731	512	£296	£301
Charged out	20	5	£250	£475
Net to LA	1,711	507	£297	£300
Excluded work	0	0		
Mainline audit	1,711	507		

+ Bought-in days are shown inclusive of non-chargeable days to show a consistent cost/day figure.

Basic data

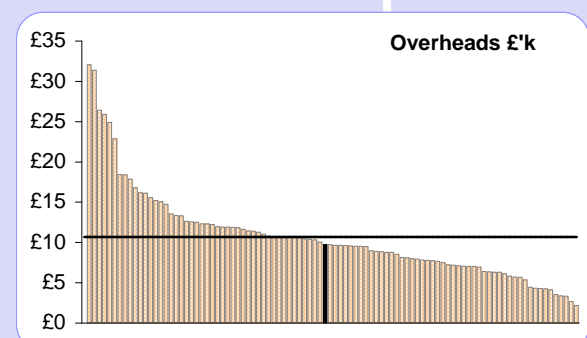
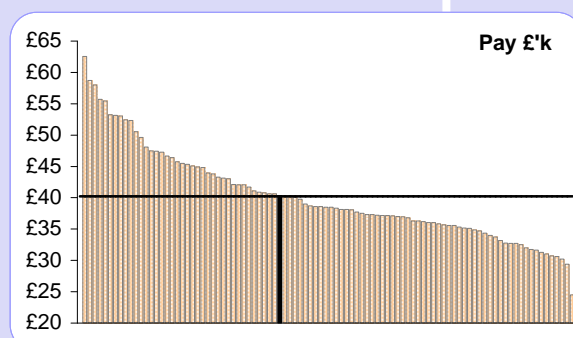
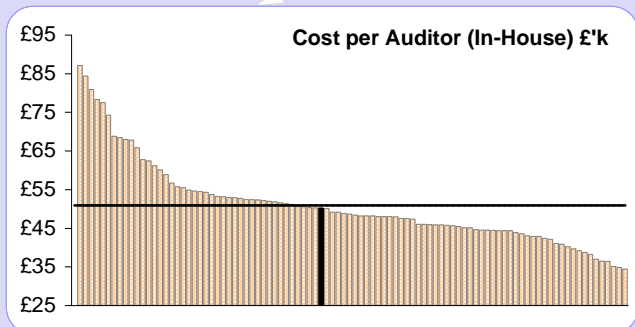
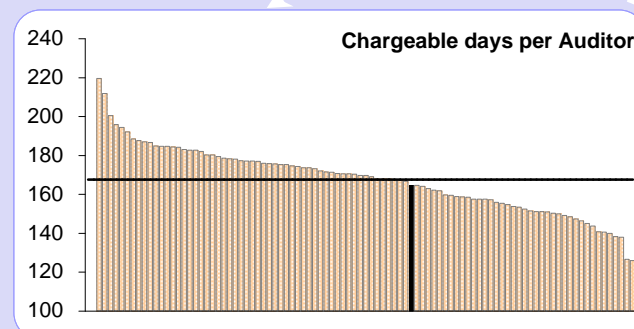
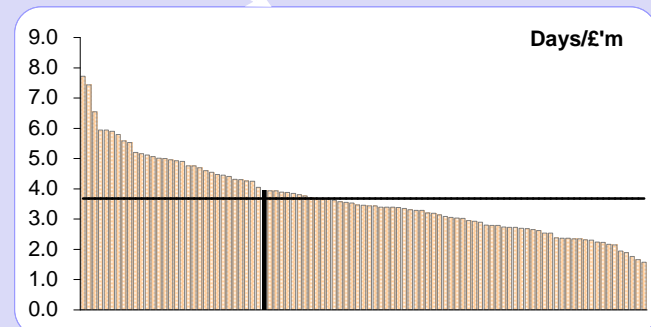
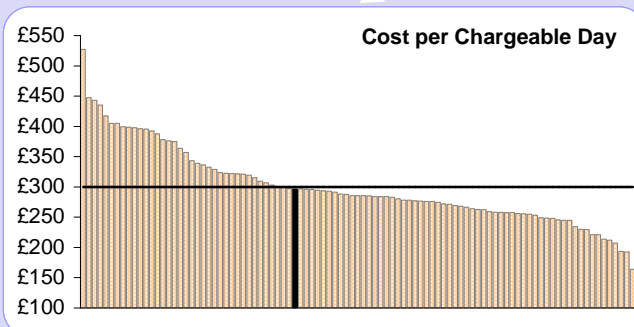
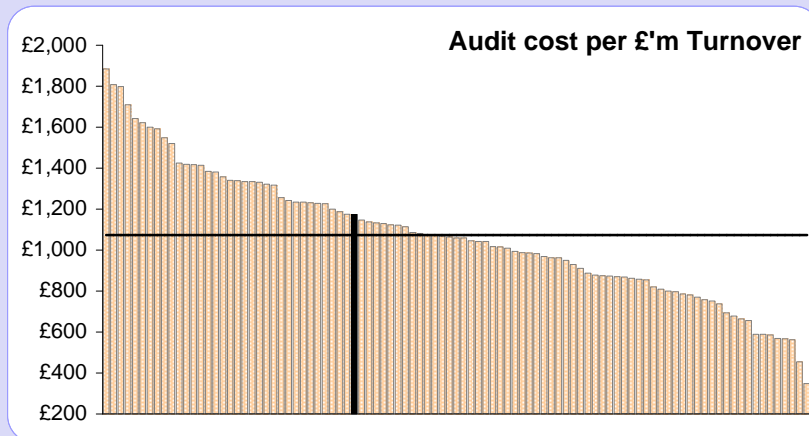
	Authority
Gross Turnover £'m	£432.0
FTE staff (on payroll)	9.9
FTE agency staff	0.3
Staff cost (on payroll) £'k	£396.5
Agency Staff cost £'k	£15.7
Overheads cost £'k	£100.2

Benchmarks

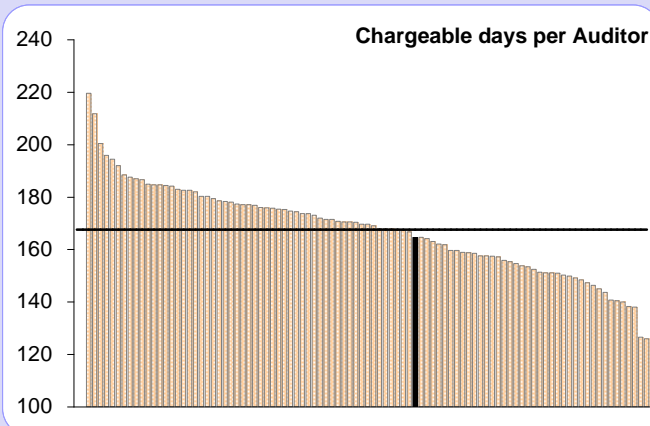
	Authority	Avg
Audit days per £'m Gross Turnover	3.96	3.68
Cost per £'m Gross Turnover	£1,175	£1,073
Chargeable Days per auditor (staff)*	165	168
Cost per auditor (In-house)	£50,234	£50,903
Staff cost per auditor (In-house)	£40,412	£40,221
Overheads cost per auditor (In-house)	£9,822	£10,682

In-house means staff on payroll and agency staff, excluding bought-in

**see page 3 for details*



CHARGEABLE DAYS PER AUDITOR - 2007/08 Actuals



Staff (Payroll)	9.9
Agency Staff	0.3

Chargeable days - Staff on payroll

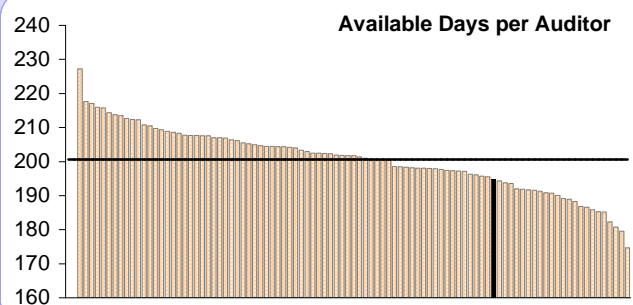
		days/FTE	Avg
Total days pa	2,584	261.0	260.6
Non-productive days:			
Bank holidays	99	10.0	10.0
Annual leave	315	31.8	29.2
Special leave	7	0.7	1.4
Sickness	144	14.5	8.2
Training	91	9.2	10.7
Available Days	1,928	194.7	200.6
Other non-chargeable days	297	30.0	33.0
Chargeable days	1,631	164.7	167.7

Chargeable days - Agency Staff

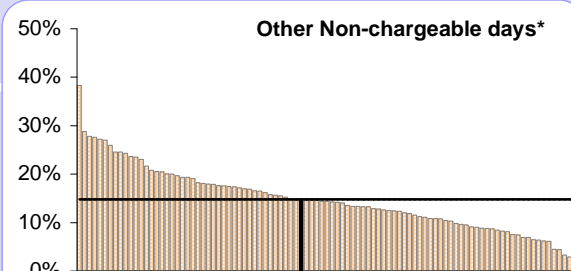
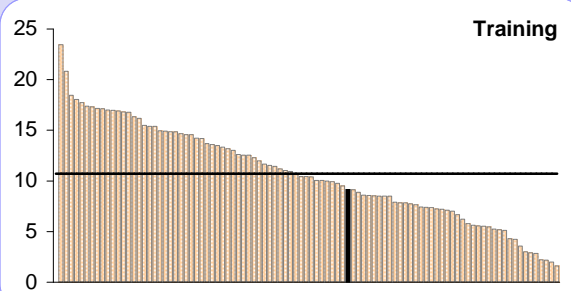
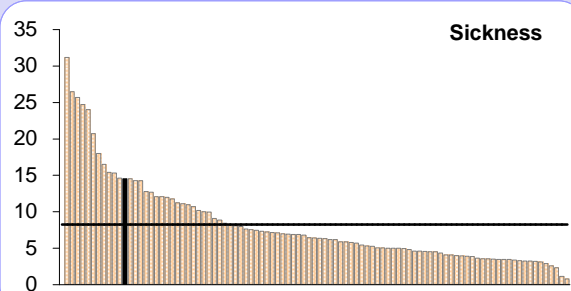
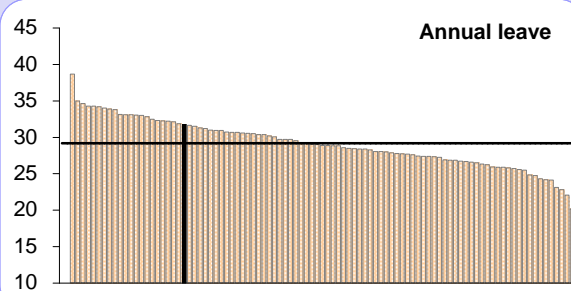
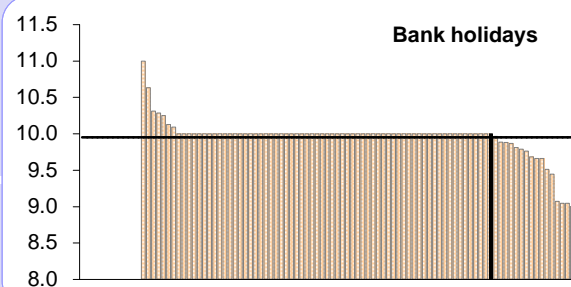
Total agency staff days	100.0
Non-chargeable days	0.0
Chargeable agency staff days	100.0

Total Chargeable days - in house

Total days	1,731
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"Non-chargeable days"

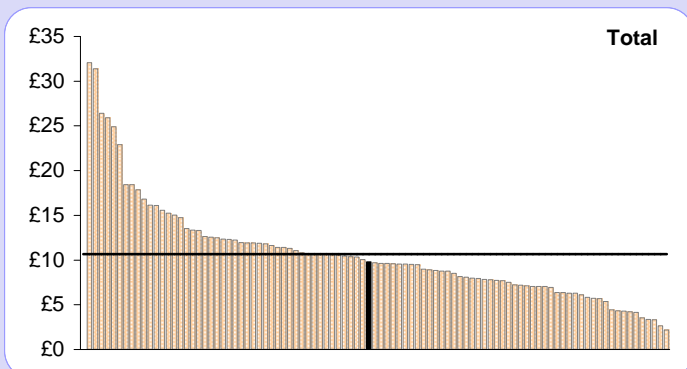


Swindon 14.65% Average 14.78%

*This is displayed as a percentage of all available days, including Agency Staff and Bought-In Audit.

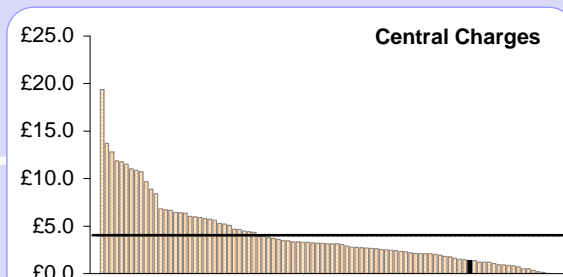
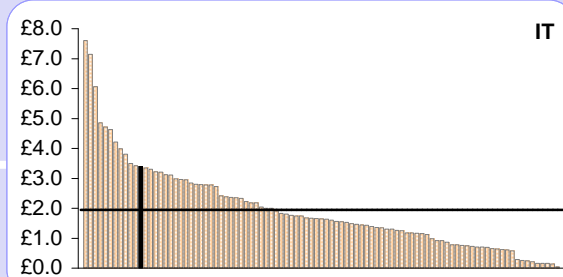
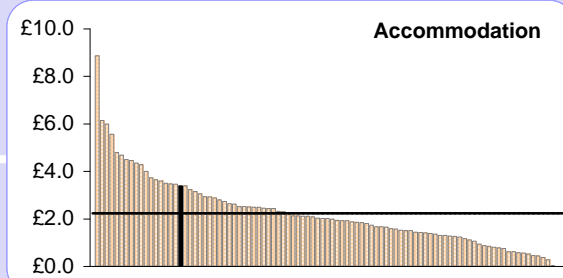
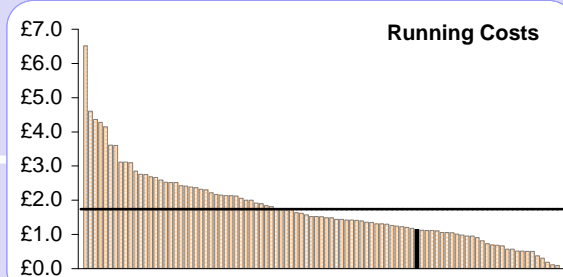
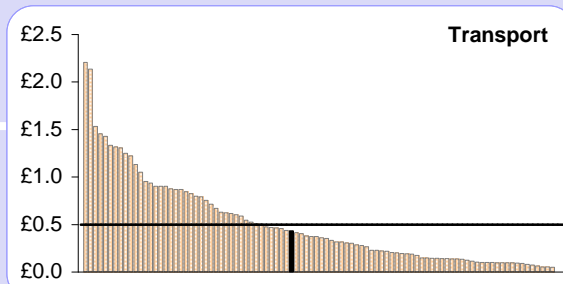
OVERHEAD COSTS - 2007/08 Actuals

£'k per FTE



Overhead costs

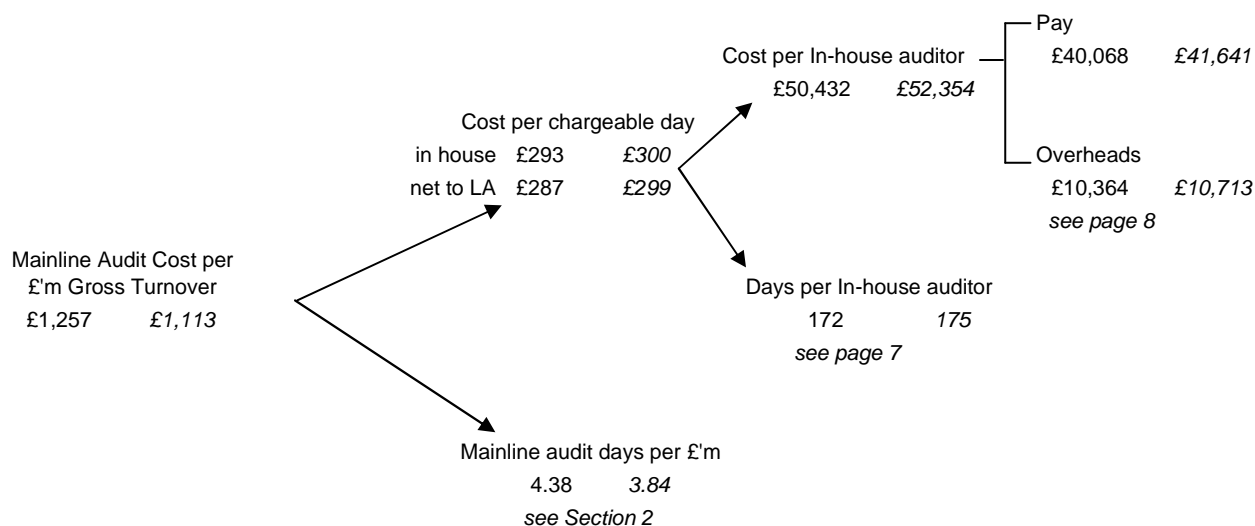
	£'k	£'k/ FTE	Avg
Transport & Travel	4	0.4	0.5
Other running costs	12	1.2	1.7
Accommodation	35	3.4	2.2
IT	35	3.4	2.0
Other central charges	15	1.4	4.0
	100	9.8	10.7



2008/09 ESTIMATES

This tree diagram starts with mainline audit cost/£'m of gross turnover and breaks it down to cost/audit day and audit days/£'m gross turnover. The cost/audit day is further analysed by cost/auditor and audit days/auditor.

Finally cost/auditor is split between pay and overheads. For each benchmark two figures are given, the first being the authority's value and the second (in italics) is the group average.



Chargeable Audit days

	Audit Days	Cost £'k	Cost/ day	Avg
In-house	2,029	595	£293	£300
Bought-in *	0	0	na	£415
Gross	2,029	595	£293	£299
Charged out	80	36	£450	£504
Net to LA	1,949	559	£287	£299
Excluded work	0	0		
Mainline audit	1,949	559		

* Bought-in days are shown inclusive of non-chargeable days to show a consistent cost/day figure.

Basic data

	Authority
Gross Turnover £'m	£444.9
FTE staff (on payroll)	11.8
FTE agency staff	0.0
Staff cost (on payroll) £'k	£472.8
Agency Staff cost £'k	£0.0
Overheads cost £'k	£122.3

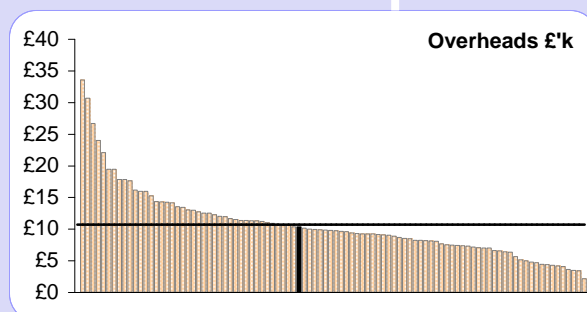
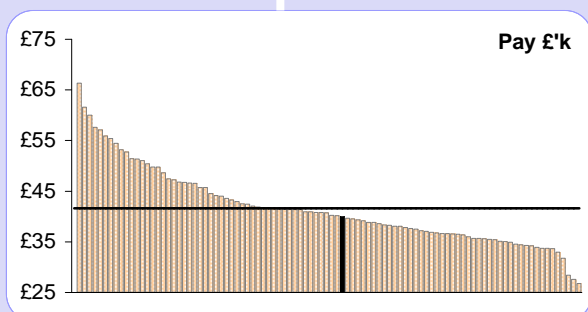
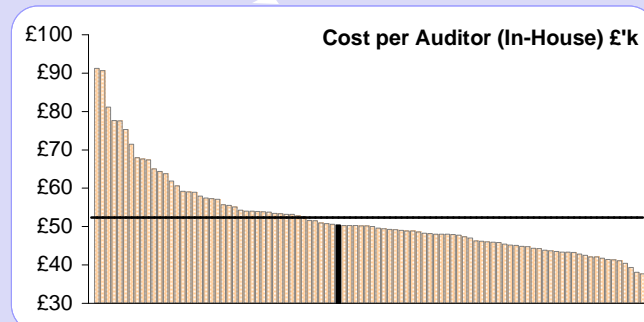
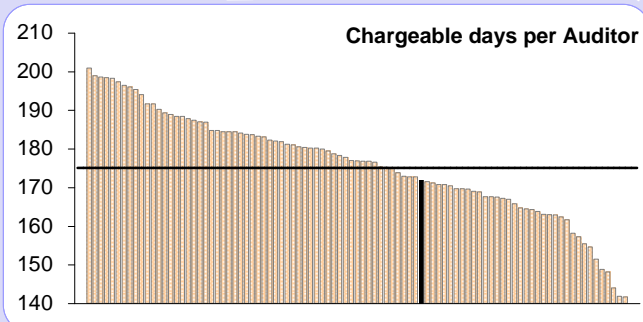
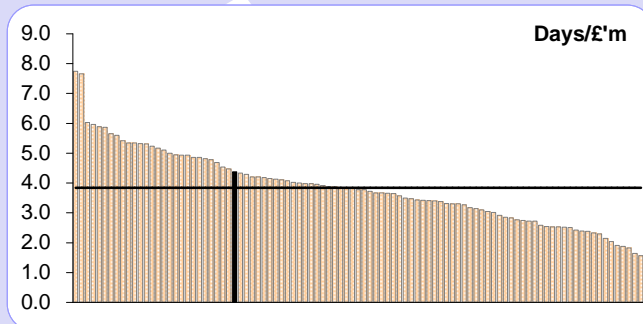
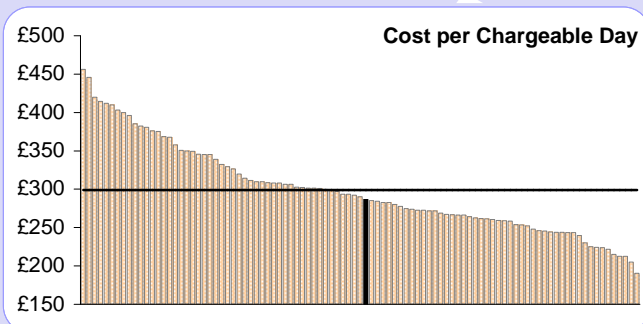
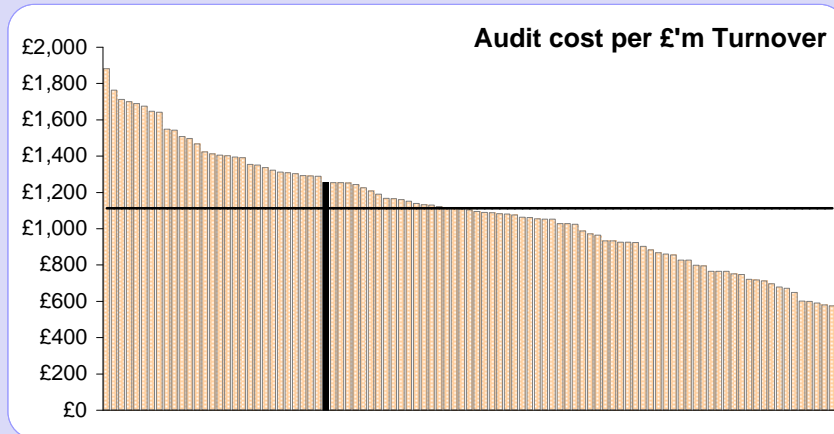
Benchmarks

	Authority	Avg
Audit days per £'m Gross Turnover	4.38	3.84
Cost per £'m Gross Turnover	£1,257	£1,113
Chargeable Days per auditor (staff)*	172	175
Cost per auditor (in-house)	£50,432	£52,354
Staff cost per auditor (in-house)	£40,068	£41,641
Overheads cost per auditor (in-house)	£10,364	£10,713

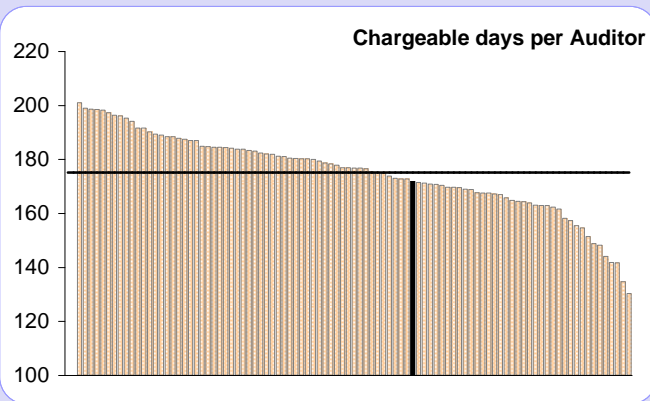
In-house means staff on payroll and agency staff, excluding bought-in

**see page 7 for details*

2008/09 ESTIMATES



CHARGEABLE DAYS PER AUDITOR - 2008/09 Plan



FTE Auditors 11.8

Chargeable days - Staff on payroll

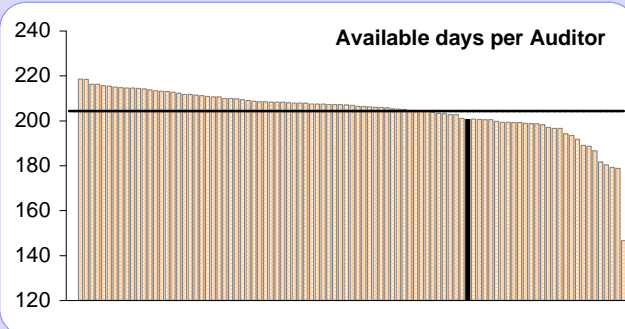
		days/FTE	Avg
Total days pa	3,068	260.0	260.1
Non-productive days:			
Bank holidays	71	6.0	6.0
Annual leave	361	30.6	29.9
Special leave	2	0.2	1.1
Sickness	80	6.8	6.2
Training - Audit qualification	184	15.6	11.0
Available Days	2,370	200.9	204.4
Non-chargeable days	341	28.9	29.4
Chargeable days	2,029	172.0	175.1

Chargeable days - Agency Staff

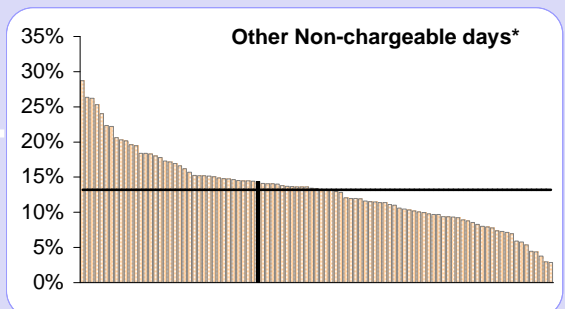
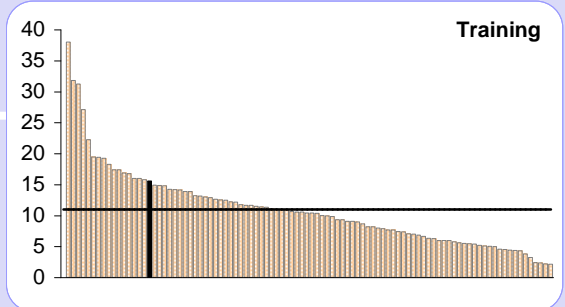
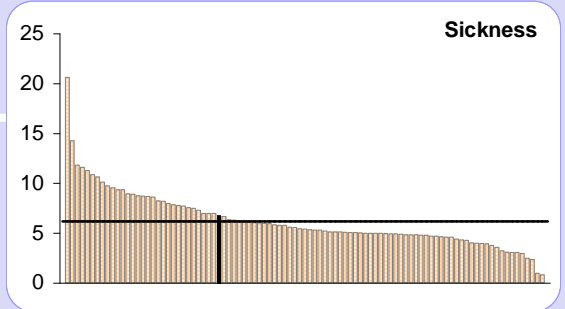
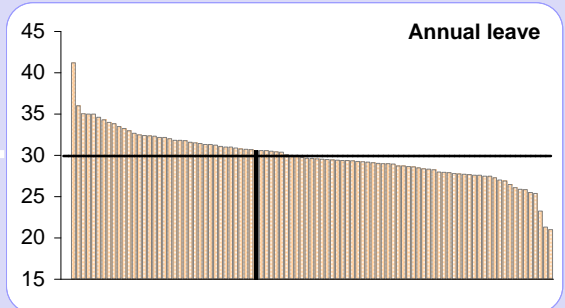
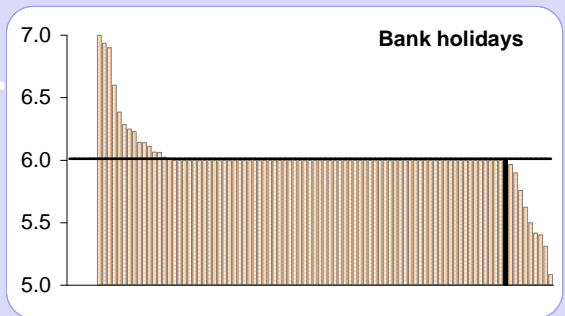
Total agency staff days	0.0
Non-chargeable days	0.0
Chargeable agency staff days	0.0

Total Chargeable days - in house

Total days	2,029
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"Non-chargeable days"

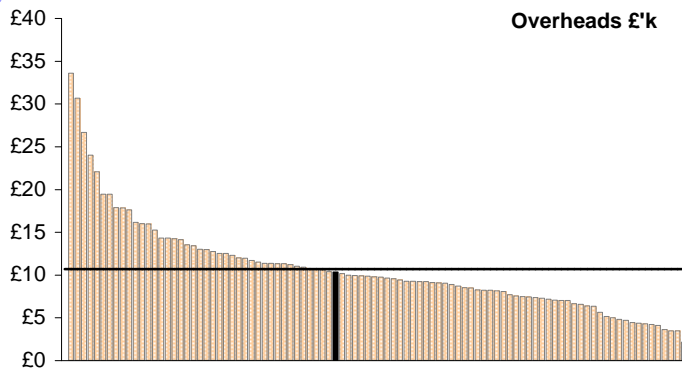


Swindon 14.4% Average 13.2%

*This is displayed as a percentage of all available days, including Agency Staff and Bought-In Audit.

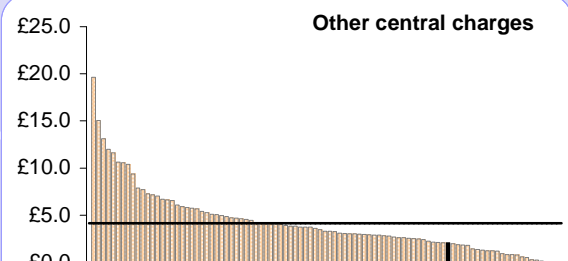
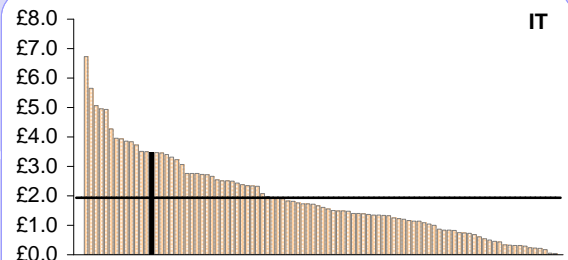
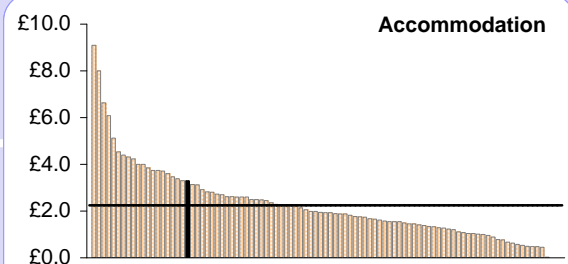
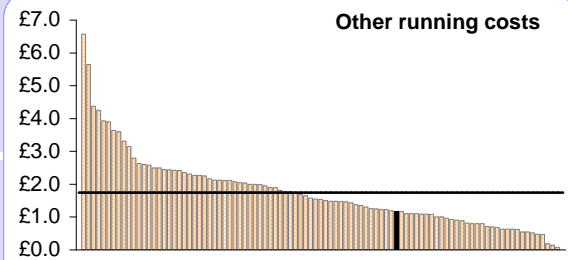
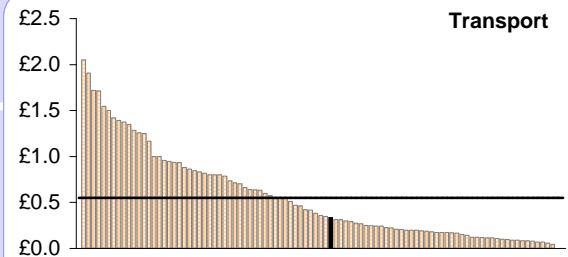
OVERHEAD COSTS - 2008/09 Estimates

£'k per FTE



Overhead costs

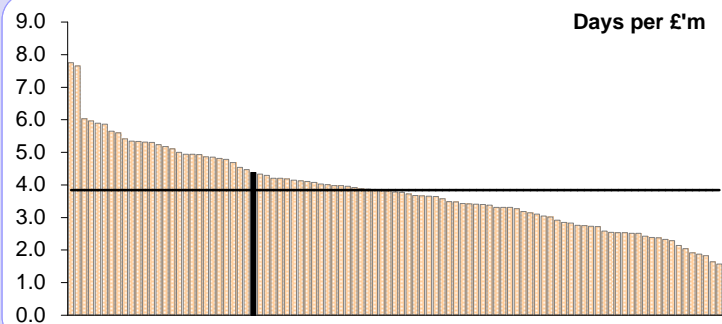
	£'k	£'k/FTE	Avg
Transport & Travel	4	0.3	0.6
Other running costs	14	1.2	1.7
Accommodation	39	3.3	2.3
IT	41	3.5	1.9
Other central charges	25	2.1	4.1
	122	10.4	10.7



SECTION 2 - AUDIT COVERAGE

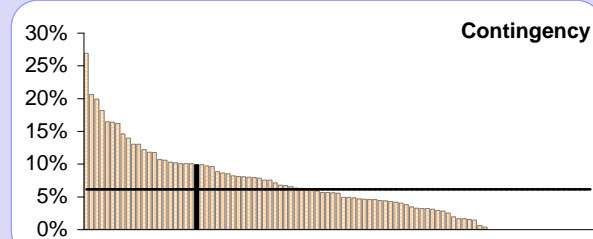
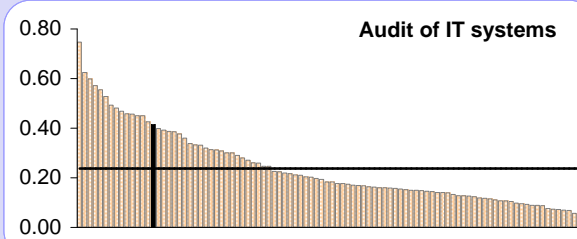
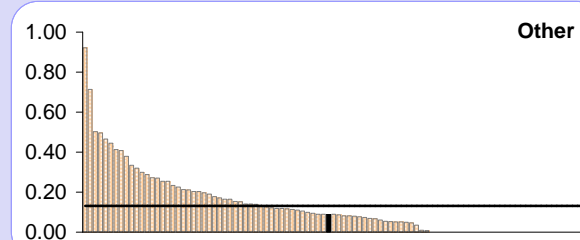
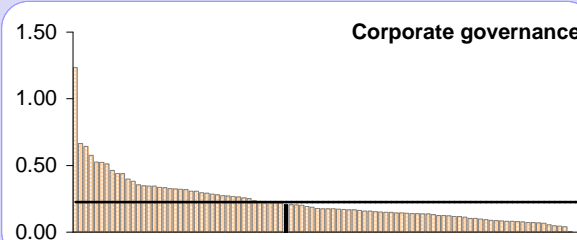
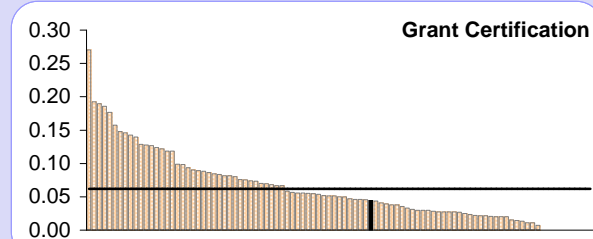
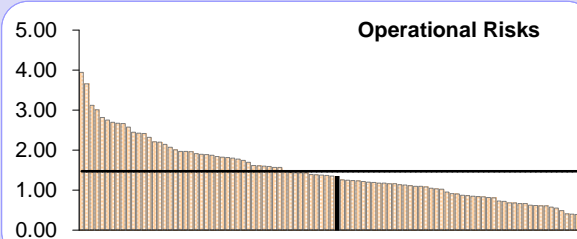
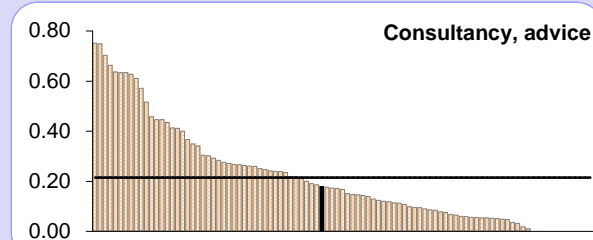
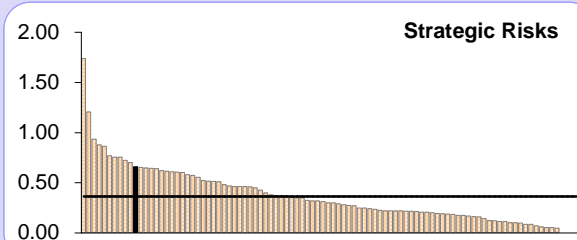
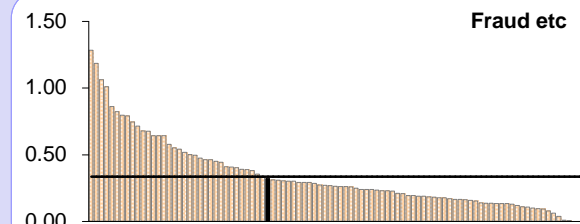
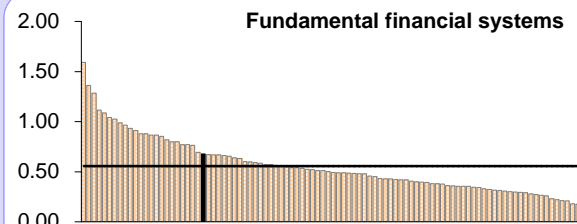
AUDIT DAYS PER £'m 2008/09 Plan

by type of audit



Gross Turnover £'m	444.9		
Audit days per £m	Days	days/£'m	Avg
Fundamental financial systems	301	0.68	0.56
Strategic Risks	294	0.66	0.36
Operational Risks	601	1.35	1.47
Corporate Governance	92	0.21	0.22
Audit of IT systems	185	0.42	0.24
Fraud etc	143	0.32	0.34
Consultancy, advice	80	0.18	0.21
Grant Certification	20	0.04	0.06
Other	40	0.09	0.13
Contingency*	193	9.9%	6.2%
	1,949	4.38	3.84

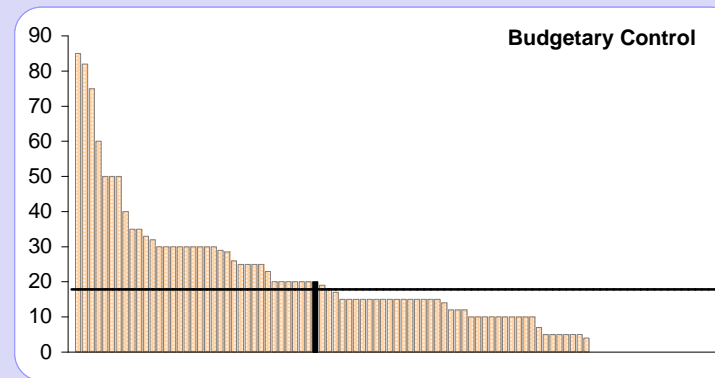
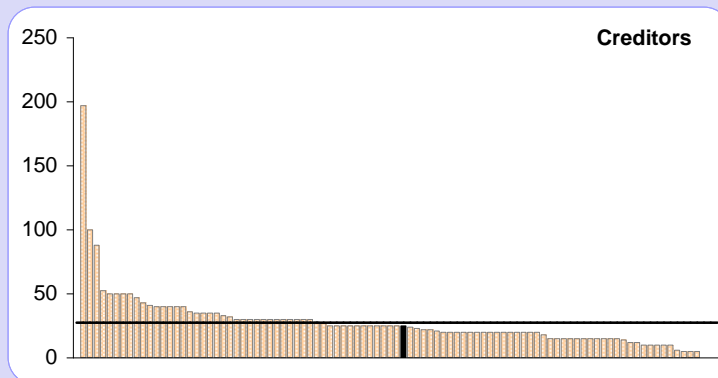
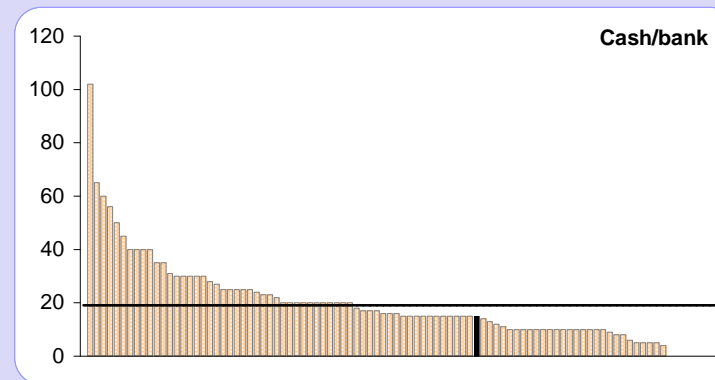
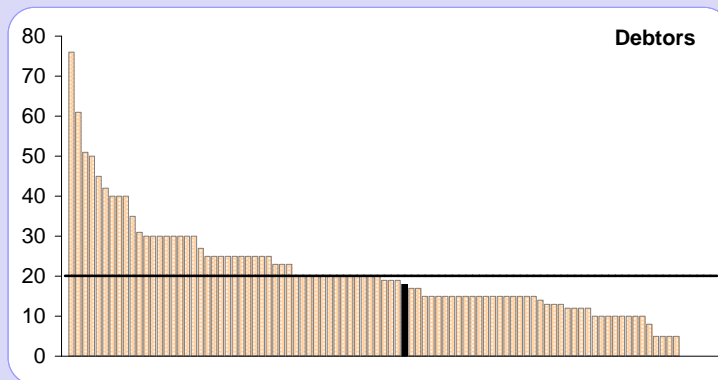
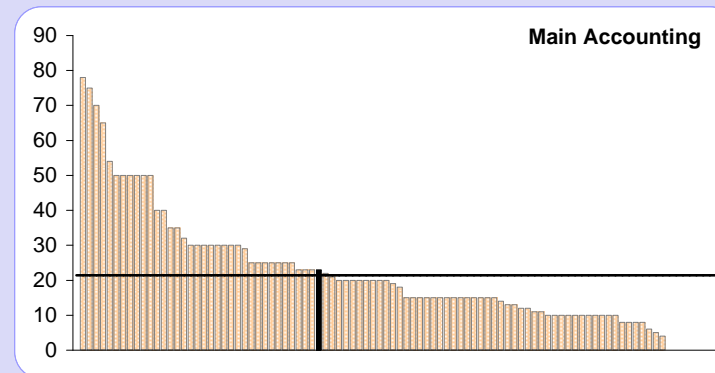
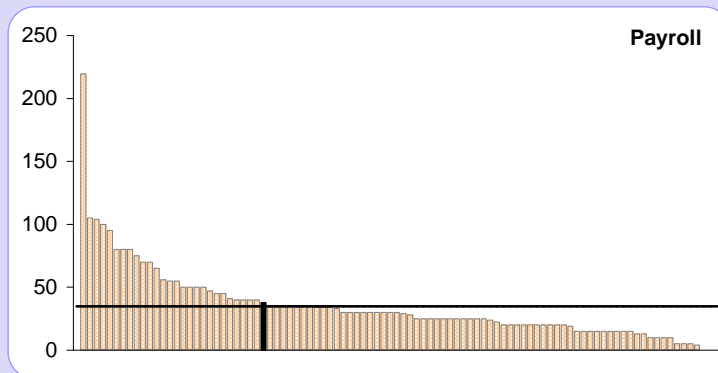
*Contingency is shown as a percentage of the total number of days



Fundamental Financial Systems - with no adjustment for size of authority

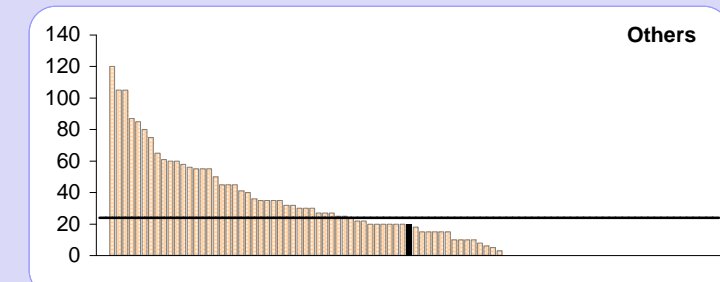
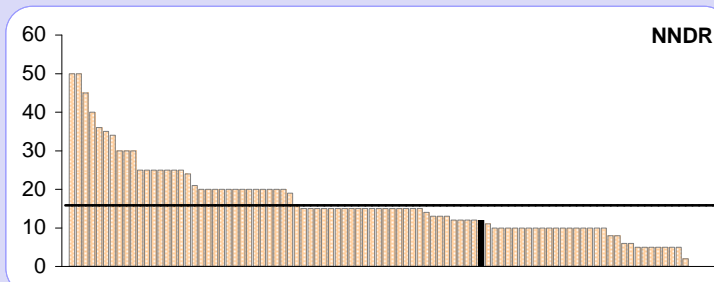
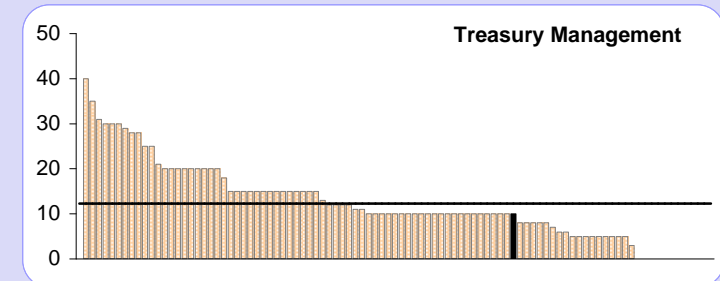
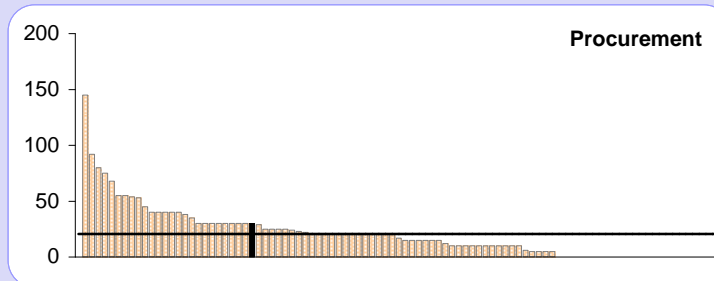
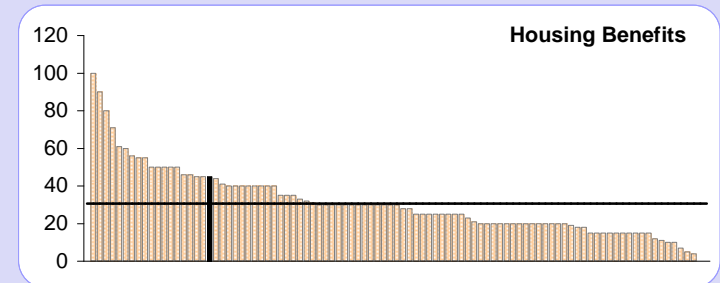
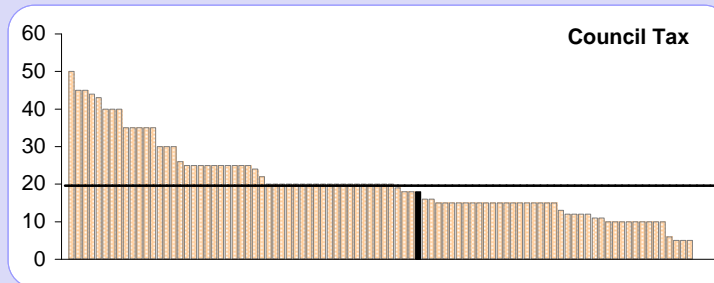
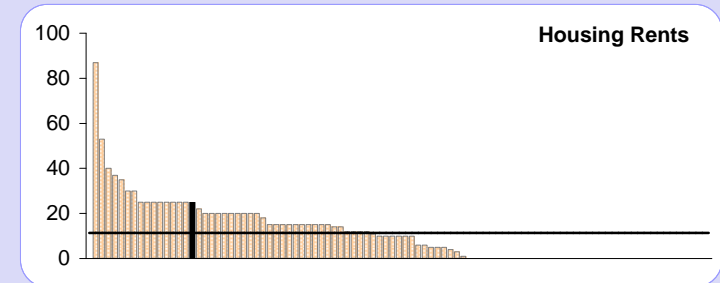
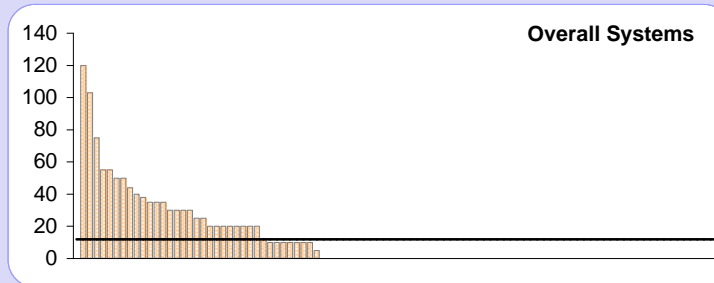
2008/09 plan

	Days	Avg
Payroll	38	35
Debtors	18	20
Creditors	25	27
Main Accounting	23	21
Cash/bank	15	19
Budgetary control	20	18
Overall Systems	0	12
Council Tax	18	20
NNDR	12	16
Procurement	30	21
Housing Rents	25	11
Housing Benefits	45	31
Treasury Management	10	12
Others	20	24
Total	299	292



FUNDAMENTAL FINANCIAL SYSTEMS (continued) - with no adjustment for size of authority

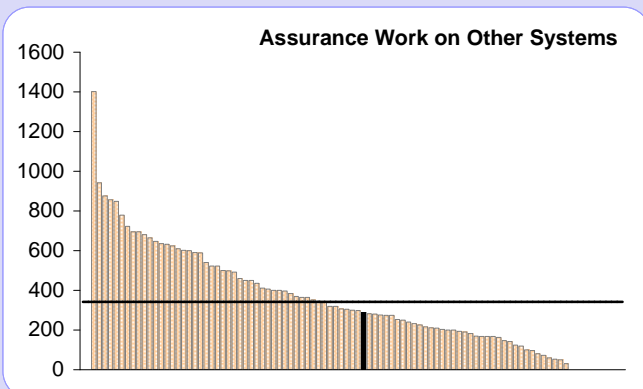
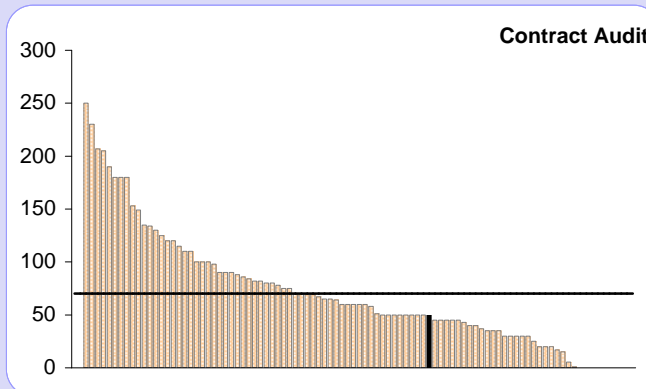
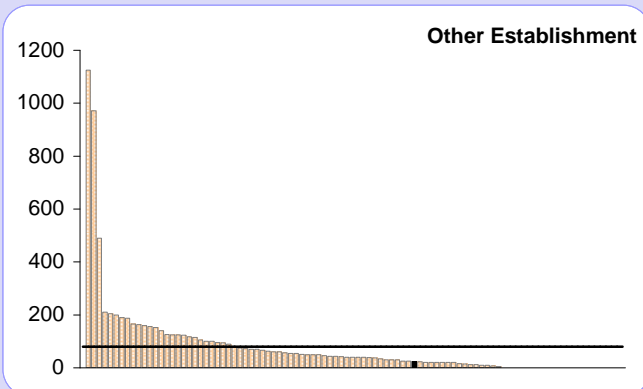
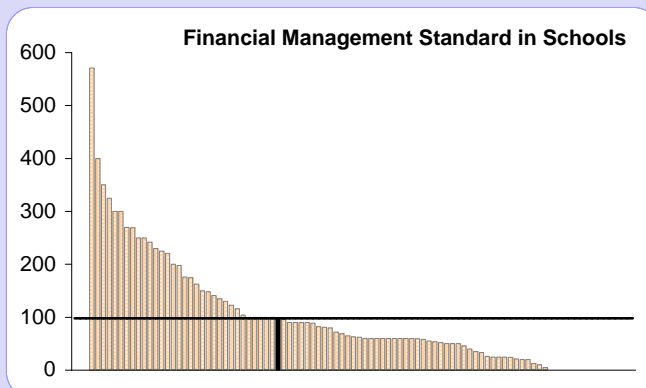
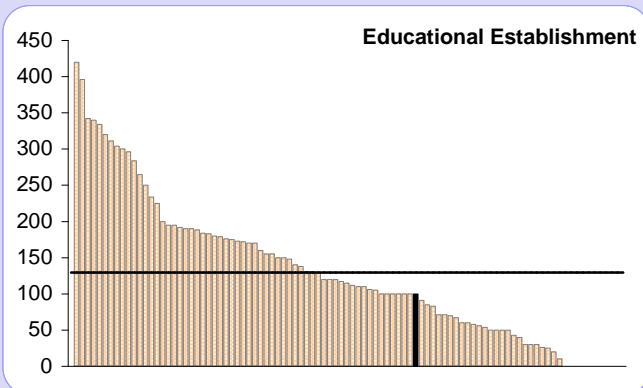
2008/09 Plan



Operational Risks Breakdown - with no adjustment for size of authority

2008/09 Plan

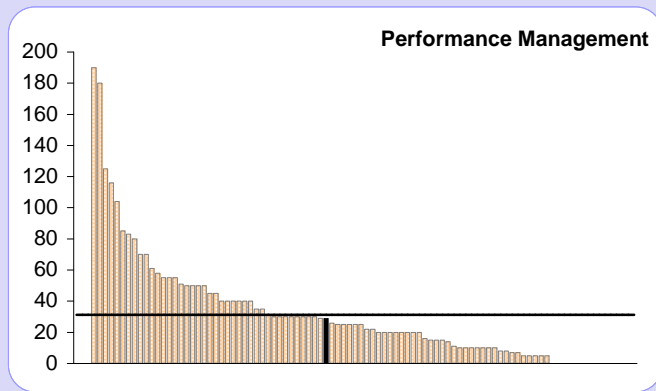
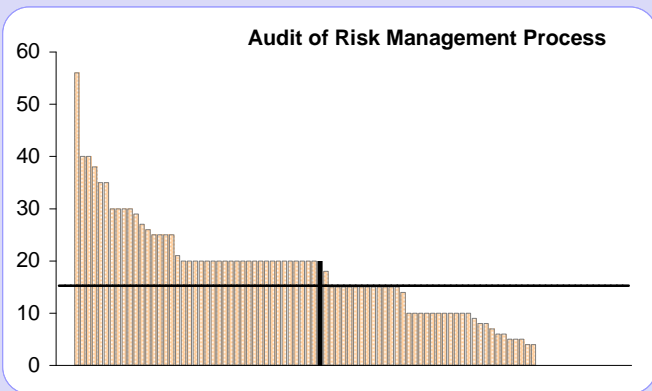
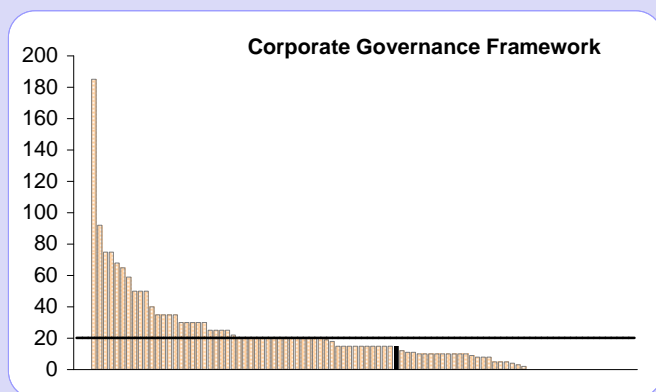
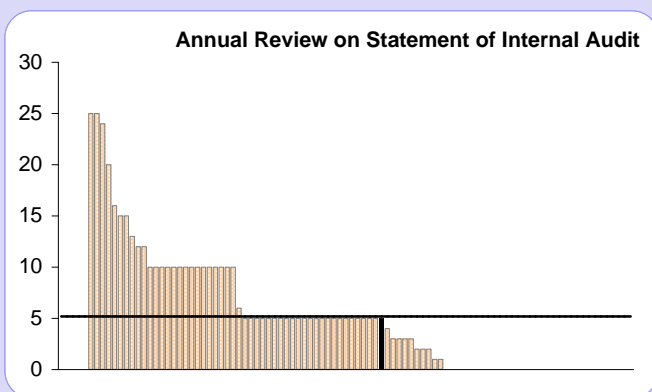
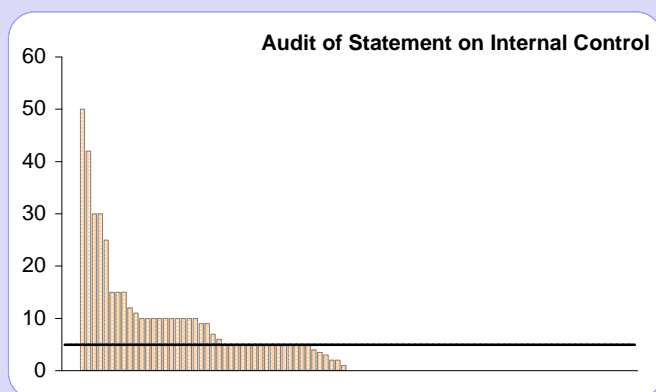
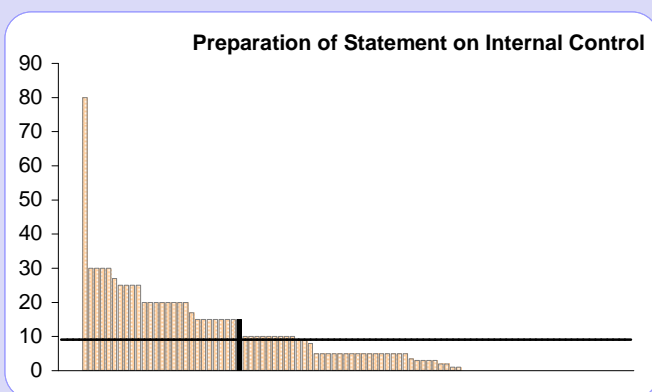
Total Number of Operational Risks Days	601	
	No. of Days	Avg
Educational Establishment	100	130
Financial Management Standard in Schools	100	98
Other Establishment	24	80
Contract Audit	50	70
Assurance Work on Other Systems	291	343
Other	36	39



Corporate Governance Breakdown - with no adjustment for size of authority

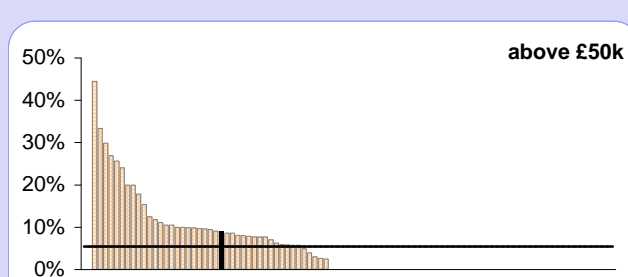
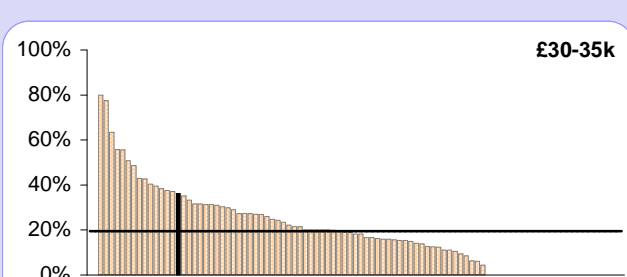
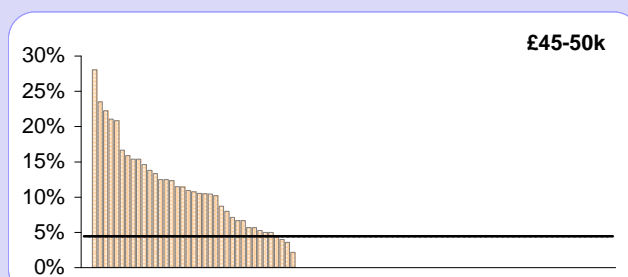
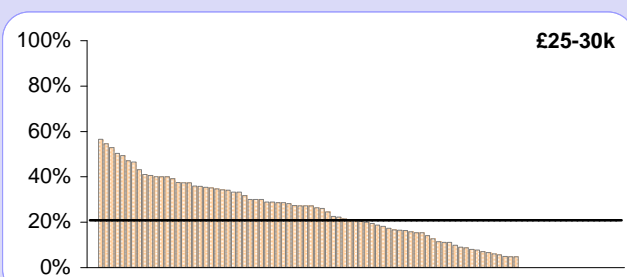
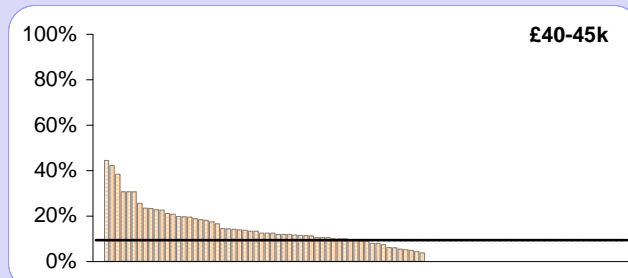
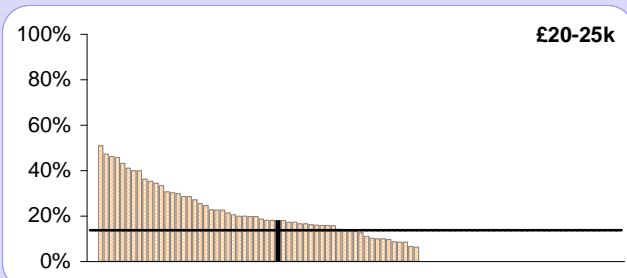
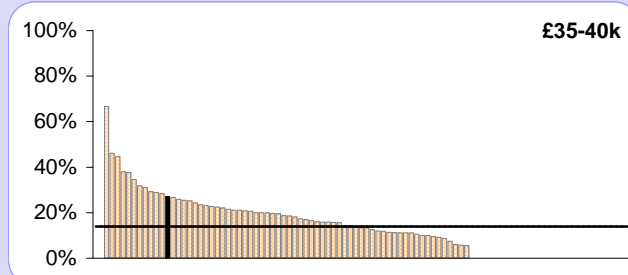
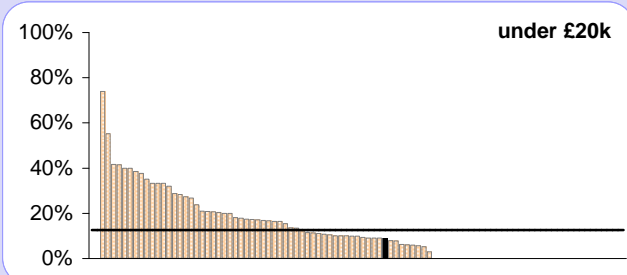
2008/09 Plan

Total Number of Corporate Governance Days	92	
	No. of Days	Avg
Preparation of Statement on Internal Control	15	9
Audit of Statement on Internal Control	0	5
Annual Review of the System of Internal Audit	5	5
Corporate Governance Framework	15	20
Audit of Risk Management Process	20	15
Performance Management (incl BVPI)	29	31



SECTION 3 - STAFFING

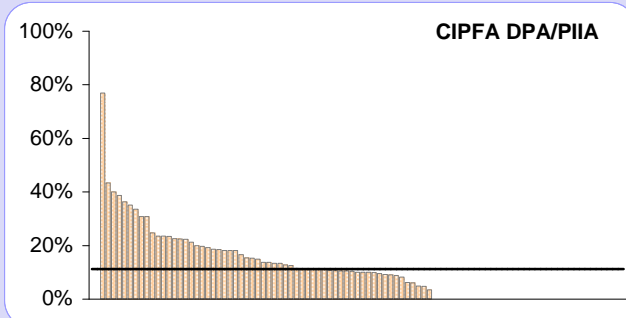
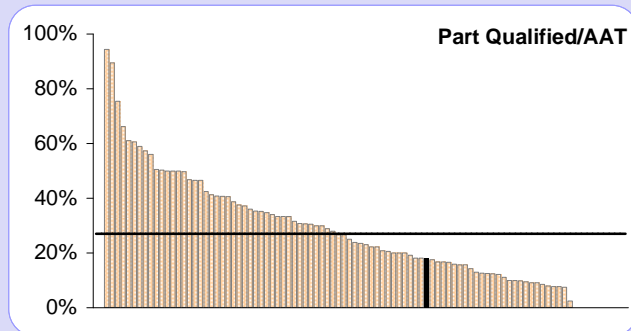
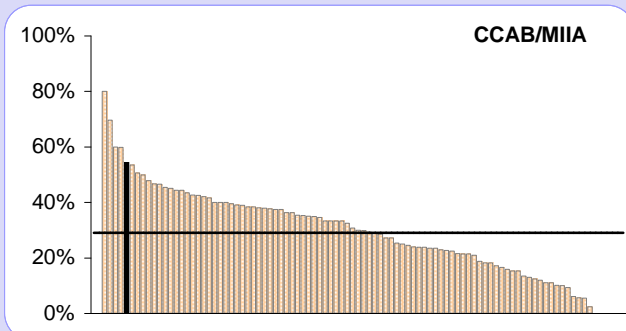
Staff Salary Bandings as at 31 March 2008



Salary bandings

	FTE	%	Avg
under £20k	1.0	9%	13%
£20-25k	2.0	18%	14%
£25-30k	0.0	0%	21%
£30-35k	4.0	36%	19%
£35-40k	3.0	27%	14%
£40-45k	0.0	0%	9%
£45-50k	0.0	0%	4%
over £50k	1.0	9%	4%
	11.0		

Qualifications as at 31 March 2008



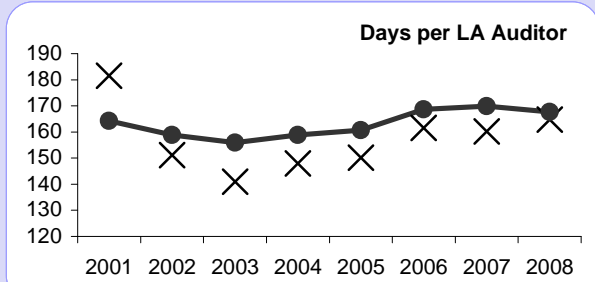
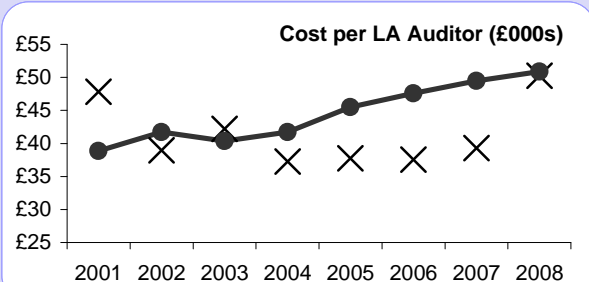
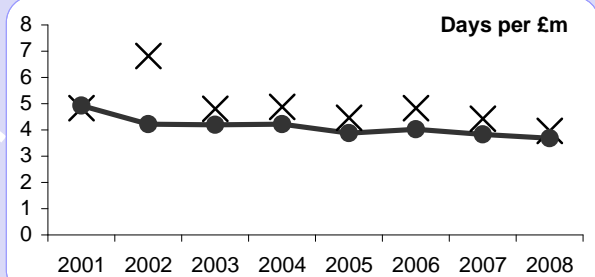
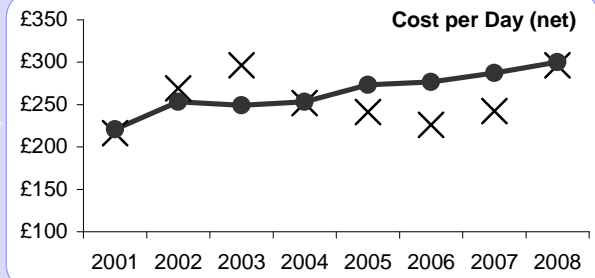
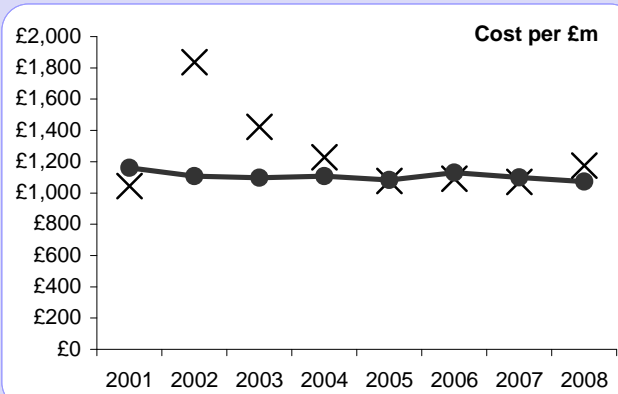
Qualifications

	FTE	%	Avg
CCAB/MIIA	6.0	55%	29%
CIPFA DPA/PIIA	0.0	0%	11%
Part Qualified/AAT	2.0	18%	27%
Other specialists	1.0	9%	5%
Trainees (actively training)	1.0	9%	11%
Non-Qualified	1.0	9%	16%
	11.0		

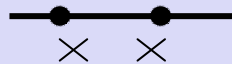
SECTION 4 - TIMESERIES

Actuals: e.g. 2008 refers to this years 2007/08 actuals

The 2008 averages are the actual club averages. For previous years, the averages shown here are scaled up or down from the 2008 figure based on the average rate of change in each year. This is calculated using data from members who supplied figures in consecutive years, otherwise the simple average in each year would be distorted by changes in the composition of the club from year to year.



KEY: Club Average - Black Line
Swindon - Crosses



Timeseries data								
	2001	2002	2003	2004	2005	2006	2007	2008
Cost*	£287k	£413k	£443k	£432k	£415k	£419k	£452k	£512k
FTE Auditors	6.0	10.6	10.5	11.6	11.0	10.1	10.1	9.9
Cost per LA Auditor	£47,833	£38,962	£42,190	£37,259	£37,727	£37,551	£39,289	£50,234
Average	£38,882	£41,744	£40,347	£41,744	£45,485	£47,591	£49,476	£50,903
Days per LA Auditor	182	151	141	148	150	162	160	165
Average	164	159	156	159	161	169	170	168
Cost per £m	£1,043	£1,836	£1,423	£1,228	£1,076	£1,091	£1,071	£1,175
Average	£1,160	£1,108	£1,096	£1,108	£1,083	£1,130	£1,100	£1,073
Cost per Day (net)	£216	£269	£296	£252	£241	£226	£242	£297
Average	£221	£253	£249	£253	£273	£277	£287	£300
Mainline Audit Days	1,119	1,642	1,700	1,722	1,825	1,843	1,820	1,711
Turnover	£232m	£241m	£354m	£353m	£409m	£382m	£412m	£432m
Days per £m	4.8	6.8	4.8	4.9	4.5	4.8	4.4	4.0
Average	4.9	4.2	4.2	4.2	3.9	4.0	3.8	3.7

* Figure shown is the cost of your In-House Audit section

SECTION 5 - QUARTILE FIGURES

Unitary authorities

2007/08					
	Swindon	Average	Lower Quartile	Median	Upper Quartile
Cost/auditor £'k					
Pay	£40.4	£40.2	£35.57	£38.5	£44.2
Overheads	£9.8	£10.7	£7.19	£9.7	£12.3
Total	£50.2	£50.9	£44.50	£48.6	£53.4
Days per Auditor	165	168	156	170	178
Cost per Day (net to LA)	£297	£300	£258.37	£286	£324
Days per £'m	3.96	3.68	2.74	3.45	4.45
Cost per £'m	£1,175	£1,073	£862.79	£1,060	£1,256

2008/09					
	Swindon	Average	Lower Quartile	Median	Upper Quartile
Cost/auditor £'k					
Pay	£40.1	£41.6	£36.5	£40.5	£45.7
Overheads	£10.4	£10.7	£7.4	£9.8	£12.5
Total	£50.4	£52.4	£45.4	£50.1	£55.2
Days per Auditor	172	175	167	177	185
Cost per Day (Net to LA)	£287	£299	£259	£290	£332
Days per £'m	4.38	3.84	2.92	3.78	4.69
Cost per £'m	£1,257	£1,113	£884	£1,104	£1,309