

Progress Report - November 2009

Swindon BC

Audit 2009/1010

2 Progress Report - November 2009

- Audit Commission descriptor to be inserted by Publishing-

Document Control

Author Peter Smith

Filename Progress report Nov 2009.doc

Status of our reports

The Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission explains the respective responsibilities of auditors and of the audited body. Reports prepared by appointed auditors are addressed to non-executive directors/members or officers. They are prepared for the sole use of the audited body. Auditors accept no responsibility to:

- any director/member or officer in their individual capacity; or
- any third party.

Copies of this report

If you require further copies of this report, or a copy in large print, in Braille, on tape, or in a language other than English, please call 0845 056 0566.

.

Audit progress summary

Area of work	Audit Plan reporting date	Date reported to Officers	Lead Officers	Date reported to Audit Committee	Comment
2009/10					
Audit fees letter	April 2009	April 2009	AC Peter Smith	June 2009	Fee letter sent to Chief Executive in April.
Interim audit	April 2010 (if required)		SBC Darren Stevens/ Nick Hobbs AC Paul Benfield		<p>System walkthroughs are being undertaken at present to be completed by Christmas.</p> <p>Controls testing to be undertaken in March. This is to enable us to place reliance on Internal Audits work.</p> <p>Significant control issues will be reported on an exception basis in April 2010. If no material issues are identified a summary of findings will be reported within the ISA 260 governance report.</p>
Connecting People	June 2010				Set up work is planned for January 2010, with on site work expected to

connecting places					be in March 2010.
Use of Resources	July 2010		SBC Stewart Mckellar AC Peter Smith		<p>Planning and initial documentation has been started, with discussions with officers planned for February to April 2010.</p> <p>Indicative scores will be submitted to the Audit Commission by 21st April 2010 with final submission for Quality Review process being the 30th July 2010.</p>
Opinion fee review	May 2010		SBC Gavin Jones AC Peter Smith		Not yet started
Opinion	September 2010		SBC Stewart Mckellar AC Peter Smith		<p>Not yet started</p> <p>Post statements audit testing to be undertaken in July - August 2010</p> <p>Audit Committee date for approval of accounts has not yet been agreed.</p>
VFM Conclusion	September 2010		SBC Stewart Mckellar AC Peter Smith		Not yet started
Annual Audit Letter	November 2010		SBC Stewart Mckellra AC Peter Smith		Not yet started

2010/11					
Audit Plan	March 2010		SBC Gavin Jones AC Peter Smith		Work is underway. to review the Council's internal risk registers to identify any significant changes to business risks affecting our Code responsibilities.

DRAFT