

# Audit Commission Progress Report

Oxford City Council  
Date **November 2011**



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## 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.

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# Introduction

**1** My principal objective as the Council's appointed auditor is to carry out an audit which meets the Audit Commission's Code of Audit Practice. This report sets out the progress I have made in delivering the work set out in my 2010/11 audit plan.

**2** My audit plan sets our work based on the Audit Commission's risk-based approach to audit planning. It reflects:

- Audit and inspection work specified by the Audit Commission;
- Current national risks relevant to your local circumstances; and
- Your local risks and improvement priorities.

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## Our responsibilities

**3** In carrying out audit work, we comply with the statutory requirements governing it, in particular the:

- Audit Commission Act 1998; and
- Code of Audit Practice (the Code).

**4** My audit plan is consistent with the Commission's Strategic Plan.

**5** The new Audit Commission Code came into effect from March 2010 which sets out my principal objectives are to report on the Council's:

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

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## 2010/11 audit work

**6** My 2010/11 work is complete except for grant claim work on Housing and Council Tax Benefits and Housing Subsidy.

# Appendix 1 Planned outputs

Audit Plan	Work carried out	Lead officer	Status	Start date	Draft report date	Final report date
<b>2010/11 Audit</b>						
Audit Fee Letter	Sets out audit fee.	Chief Executive	Complete	March 2010	March 2010	9 April 2010
Audit Opinion Plan	Provides detail of our opinion work.	Chief Executive and Corporate Director Finance & Efficiency	Complete	December 2010	January 2011	January 2011
Opinion on accounts and VFM conclusion: <ul style="list-style-type: none"> <li>interim visit</li> <li>IFRS restatement</li> <li>final accounts</li> <li>vfm conclusion</li> </ul>	Audit of financial statements leading to audit opinion and vfm conclusion.	Corporate Director Finance & Efficiency	Complete	January 2011	September 2011	30 September 2011
Whole of Government accounts	Audit of WGA data returns	Head of Finance	Complete	11 July 2011	September 2011	30 September 2011

<b>Audit Plan</b>	<b>Work carried out</b>	<b>Lead officer</b>	<b>Status</b>	<b>Start date</b>	<b>Draft report date</b>	<b>Final report date</b>
Annual Audit Letter 2010/11	Summary of the audit.	Chief Executive and Corporate Director Finance & Efficiency	Presented to November 2011 Audit and Governance Committee meeting	November 2011	November 2011	November 2011

<b>Grant claims 2010/11</b>									
<b>Grant claim</b>	<b>Details</b>	<b>Key contact</b>	<b>Progress</b>	<b>Council deadline provisional</b>	<b>Received from Council</b>	<b>Audit deadline provisional</b>	<b>Certified by Audit</b>		
BEN01	Housing and Council Tax benefits	Pauline Hull	In progress	31 May 2011	Y	30 November 2011			
HOU01	Housing Subsidy	Jane Rees	Certified	30 September 2011	Y	31 December 2011	Y		
HOU02	Base data return	Jane Rees	Certified	31 August 2011	Y	7 October 2011	Y		
HOU21	Disabled facility grant	Paul Swaffield/ John Exeley	Certified	30 June 2011	Y	28 October 2011	Y		
LA01	NNDR	Adrian Wood	Certified	24 June 2011	Y	23 September 2011	Y		

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