

Progress Report

Norwich City Council

Audit 2010/11

November 2010

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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 The purpose of this report is to update the Audit Committee on work completed to date and the work to be completed during the rest of the year for Norwich City Council.
- 2 This report includes a summary of progress in delivering the main elements of the 2010/11 audit plan at Appendix 1. Appendix 1 also comments on residual activities in respect of the 2009/10 plan. This report does not cover any inspection activities.

Finalised reports

- 3 The following reports have been finalised since the May 2010 update report:
 - 2009/10 Opinion Audit Plan; and
 - 2009/10 Annual Governance Report.

Appendix 1 – Progress in delivering the 2009/10 and 2010/11 Audit Plans

Table 1 Audit progress

Work area	Status	Comments
Audit Plan 2009/10 - residual deliverables (progress since May Audit Committee meeting)		
Annual Governance Report	Complete	Annual Governance Report and Addendum discussed at 26 October 2010 Audit Committee.
Auditor's report giving the opinion on the financial statements	Complete	Audit opinion issued 29 October 2010.
Final accounts memorandum (to the Head of Finance)	Expected date of completion - by end December 2010	
Auditor's report giving the value for money conclusion	Complete	Value for money conclusion issued 29 October 2010.
Whole of Government Accounts return	In progress	We are awaiting a revised consolidation pack. We anticipate completion by the end of November 2010.
Annual Audit Letter	In progress -	We are currently drafting the Annual Audit Letter and this will be issued to

Appendix 1 – Progress in delivering the 2009/10 and 2010/11 Audit Plans

Work area	Status	Comments
	expected date of completion - by end November 2010	Council members by 30 November.
Additional to the main 2009/10 Audit Plan		
2009/10 grant claims and returns certification work	In progress - expected dates of completion - from September to December 2010	<p>Claims not yet certified are:</p> <ul style="list-style-type: none"> • Housing benefits – due by 30 November. Work is in progress. • Housing subsidy – due by 31 December. Work is planned and will commence November/December. • New Deal for Communities – due by 31 December. Work will commence November/December. • Housing Subsidy Base Data Return – due by 10 October. Residual review issues are being cleared and expect certification by 18 November.
Certification of claims and returns - annual report	Expected date of completion - by end January 2011	

Appendix 1 – Progress in delivering the 2009/10 and 2010/11 Audit Plans

Work area	Status	Comments
Audit Plan 2010/11		
Overarching		
Planning	Completed	Initial planning activities have been completed and the 2010/11 Annual Audit Fee Letter was considered at the 8 June 2010 Audit Committee meeting. Planning for 2010/11 will continue to be updated throughout the course of 2010/11, including updating our approach to the value for money conclusion. Any resulting changes to the planned work and fee will be discussed and agreed with officers and reported to the Audit Committee.
Opinion Audit Plan	Expected date of completion - by April 2011	
Annual Governance Report	Expected date of completion - by end of September 2011	
Auditor's report giving the opinion on the financial statements	Expected date of completion - by end of September 2011	
Final accounts memorandum (to the Head of Finance)	Expected date of completion -	

Appendix 1 – Progress in delivering the 2009/10 and 2010/11 Audit Plans

Work area	Status	Comments
	by end October 2011	
Whole of Government Accounts return	Expected date of completion - by end of September 2011	
Value for money		
Auditor's report giving the value for money opinion	Expected date of completion - by end of September 2011	
Overarching		
Annual Audit Letter	Expected date of completion - by end November 2011	

Appendix 1 – Progress in delivering the 2009/10 and 2010/11 Audit Plans

Work area	Status	Comments
Additional to the main 2010/11 Audit Plan		
2010/11 certification work	Expected dates of completion - from September to December 2011	
Certification of claims and returns - annual report	Expected date of completion - by end January 2012	

The Audit Commission

The Audit Commission is an independent watchdog, driving economy, efficiency and effectiveness in local public services to deliver better outcomes for everyone.

Our work across local government, health, housing, community safety and fire and rescue services means that we have a unique perspective. We promote value for money for taxpayers, auditing the £200 billion spent by 11,000 local public bodies.

As a force for improvement, we work in partnership to assess local public services and make practical recommendations for promoting a better quality of life for local people.

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