

# Annual Audit Letter

Woodley Town Council

Audit 2007/08

October 2008



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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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# Summary

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## Key messages

- 1 The audit has been completed with an unqualified opinion provided on the financial statements.
- 2 An unqualified conclusion has been given on the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources for 2007/08.

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# Purpose, responsibilities and scope

- 3 This Annual Audit Letter summarises the key issues arising from our work carried out during the year. I have addressed this letter to Council members as it is the responsibility of the Council to ensure that arrangements are in place for the conduct of its business and that it safeguards and properly accounts for public money.
- 4 The letter also communicates the significant issues to key external stakeholders, including members of the public. I will publish this letter on the Audit Commission website at [www.audit-commission.gov.uk](http://www.audit-commission.gov.uk).
- 5 I have prepared this letter as required by the Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission. This is available from [www.audit-commission.gov.uk](http://www.audit-commission.gov.uk).
- 6 As your appointed auditor I am responsible for planning and carrying out an audit that meets the requirements of the Audit Commission's Code of Audit Practice (the Code). Under the Code, I review and report on:
  - the Council's accounts; and
  - whether the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

# Audit of the accounts

- 7 I issued my unqualified opinion on the financial statements on 30 September 2008.
- 8 In my opinion the financial statements reported fairly on the Council's financial affairs and on its financial position.
- 9 Before giving my opinion I reported to those charged with governance, in this case the Strategy and Resources Committee, on the issues arising from the 2007/08 audit. This report was presented to the Council on 30 September 2008. This reported that the accounts presented for audit had been available to me on time and there were no significant issues relating to the accounting statements or the underlying systems which had arisen during the audit.

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# Use of resources

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## Value for Money conclusion

- 10** I am required to issue a conclusion on whether I am satisfied that the Council has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources. This is known as the value for money (VFM) conclusion and requires the review of the following criteria agreed by the Audit Commission in relation to the Council's arrangements for:
- setting, reviewing and implementing strategic and operational objectives;
  - communicating with service users and other stakeholders;
  - monitoring and reviewing performance;
  - ensuring data quality;
  - maintaining a sound system of internal control;
  - managing significant business risks;
  - managing and improving value for money;
  - ensuring that its financial strategy delivers on strategic priorities;
  - matching spending to available resources;
  - managing performance against budgets;
  - managing the asset base; and
  - promoting and ensuring probity and propriety in the conduct of business.
- 11** I have concluded that the Council has adequate arrangements in place in relation to all of the above criteria and an unqualified value for money conclusion was issued.

# Closing remarks

- 12 Woodley Town Council has taken a positive and constructive approach to our audit and I would like to thank the Council for its help and cooperation.

**Phil Sharman**  
**District Auditor**

**October 2008**

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# 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, covering the £180 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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