

## UPDATE OF EXTERNAL AUDIT RECOMMENDATIONS

### 1 SUMMARY

- 1.1 Recommendations from the Audit Commission, External Auditors and Inspectors are monitored by Internal Audit and their review falls within the discretion of this Committee.

### 2 INTRODUCTION

- 2.1 This report draws Members' attention to the recommendations of the "Report to Those Charged with Governance, September 2008".
- 2.3 The Council's external auditors, PKF, presented this report to the Audit Committee on 30 September 2008.

### 3 EXTERNAL AUDIT RECOMMENDATIONS

- 3.1 The recommendations and management responses arising from the report have been included in Appendix 1, together with progress to date.

### 4 RECOMMENDATION

- 4.1 It is proposed that the Committee **RESOLVES** that the monitoring sheets for the External Audit recommendations be agreed.

Yvonne Woodward

Head of Finance, Audit and Performance Management

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#### Background Papers:-

None

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If you would like this report in large print, Braille or another language please contact 01702 546366.

Appendix 1

**MONITORING PROGRESS OF RECOMMENDATIONS RAISED BY PKF –  
REPORT TO THOSE CHARGED WITH GOVERNANCE, SEPTEMBER 2008**

Conclusions From Work	Recommendations	Priority	Management Response	Responsible Officer	Timing
<b>Valuation Date</b>					
The valuation report on the 1 April 2008 has been used to value the assets on the 31 March 2008. This is incorrect, and the 1 April 2008 report should have been used to inform the 31 March 2009 accounts.	Revise the Valuation accounting policy to ensure that the valuation figures are included in the correct financial year	High	<p><i>Original Response</i> Agreed. Valuation report for 1 April 2008 will be used for 2008/09 closure of accounts.</p> <p><b>Update 9/2/09</b> Progressing as part of Final Account process</p>	Financial Services Manager	May 2009

Appendix 1

Conclusions From Work	Recommendations	Priority	Management Response	Responsible Officer	Timing
<b>Un-Presented Cheques</b>					
<p>The bank reconciliation includes £28k of un-presented cheques that were over six months old as at the 31 March 2008. Due to the age of these cheques they are unlikely to be cashed.</p>	<p>Undertake a critical review of un-presented cheques and remove items that will not be cashed.</p>	<p>Medium</p>	<p><i>Original Response</i>                      Agreed.                      All un-presented cheques identified in this report have now been investigated and either the cheques have been stopped/reissued, written back against an outstanding overpayment or cancelled altogether in appropriate circumstances. Process control now in place. Documented procedure to be drawn up to underpin new process by 30th November 2008</p> <p><b>Update 9/2/09</b>                      Recommendation fully implemented</p>	<p>Revenues &amp; Benefits Manager</p>	<p><i>Originally</i>                      November 2008</p> <p>Now                      IMPLEMENTED</p>