



# Grant Thornton

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Mr Bill Longmore  
Police and Crime Commissioner for West Mercia  
Office of the Police and Crime Commissioner  
West Mercia Police  
Hindlip Hall  
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19 April 2016

Dear Mr Longmore

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## **Planned audit fee for 2016/17**

The Local Audit and Accountability Act 2014 provides for the introduction of a new framework for local public audit. Under these provisions, the Audit Commission closed in March 2015 and the Secretary of State for Communities and Local Government delegated some statutory functions from the Audit Commission Act 1998 to Public Sector Audit Appointments Limited (PSAA) on a transitional basis.

## **Scale fee**

PSAA prescribes that 'scale fees are based on the expectation that audited bodies are able to provide the auditor with complete and materially accurate financial statements, with supporting working papers, within agreed timescales'.

There are no planned changes to the overall work programme for police audited bodies for 2016/17. PSAA have proposed that 2016/17 scale audit fees are set at the same level as the scale fees applicable for 2015/16. The Police and Crime Commissioner's scale fee for 2016/17 has been set by PSAA at £34,260. The scale fee for the Chief Constable (CC) is £18,750. The total fee for the audit of the Police and Crime Commissioner's group financial statements, including the statements of the Chief Constable, is £53,010. The audit planning process for 2016/17, including the risk assessment, will continue as the year progresses and fees will be reviewed and updated as necessary as our work progresses.

## **Scope of the audit fee**

Under the provisions of the Local Audit and Accountability Act 2014, the National Audit Office (NAO) is responsible for publishing the statutory Code of Audit Practice and guidance for auditors from April 2015. Audits of the accounts for 2016/17 will be undertaken under this Code, on the basis of the work programme and scale fees set out on the PSAA website. Further information on the NAO Code and guidance is available on the NAO website.

### **Chartered Accountants**

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The scale fee covers:

- our audit of your financial statements
- our work to reach a conclusion on the economy, efficiency and effectiveness in your use of resources (the value for money conclusion)
- our work on your whole of government accounts return (if applicable).

### **Value for Money conclusion**

The Code requires us to consider whether the Police and Crime Commissioner 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.

The NAO issued its guidance for auditors on value for money work in November 2015. The guidance states that for police bodies, auditors are required to give a conclusion on whether the Police and Crime Commissioner has put proper arrangements in place.

The NAO guidance identifies one single criterion for auditors to evaluate:

*In all significant respects, the audited body had proper arrangements to ensure it took properly informed decisions and deploys resources to achieve planned and sustainable outcomes for taxpayers and local people.*

### **Billing schedule**

Fees will be billed as follows:

<b>Audit fee</b>	<b>£</b>
September 2016	8,565
December 2016	8,565
March 2017	8,565
June 2017	8,565
<b>Total</b>	<b>34,260</b>

### **Outline audit timetable**

We will undertake our audit planning and interim audit procedures in December 2016 to March 2017. Upon completion of this phase of our work we will issue a detailed audit plan setting out our findings and details of our audit approach. Our final accounts audit and work on the VfM conclusion will be completed in July 2017 and work on the whole of government accounts return (if applicable) will be done alongside our final accounts audit work.

Phase of work	Timing	Outputs	Comments
Audit planning and interim audit	December 2016 to March 2017	Audit plan	The plan summarises the findings of our audit planning and our approach to the audit of the Police and Crime Commissioner group accounts and VfM.
Final accounts audit	July 2017	Audit Findings (Report to those charged with governance)	This report sets out the findings of our accounts audit and VfM work for the consideration of those charged with governance.
VfM conclusion	January to July 2017	Audit Findings (Report to those charged with governance)	As above
Whole of government accounts (if applicable)	This work will be completed alongside the accounts audit.	Opinion on the WGA return	This work will be completed alongside the accounts audit.
Annual audit letter	October 2017	Annual audit letter to the Police and Crime Commissioner	The letter will summarise the findings of all aspects of our work.

### Our team

The key members of the audit team for 2016/17 are:

	Name	Phone Number	E-mail
Engagement Lead	John Gregory	0121 232 5333	john.gregory@uk.gt.com
Engagement Manager	Joan Barnett	0121 232 5399	joan.m.barnett@uk.gt.com
Assistant Manager	Laurelin Griffiths	0121 232 5409	laurelin.h.griffiths@uk.gt.com
In Charge Auditor	Martin Stephens	0121 232 5313	martin.p.stevens@uk.gt.com

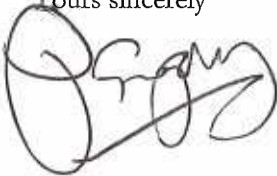
### Additional work

The scale fee excludes any work requested by the Police and Crime Commissioner that we may agree to undertake outside of our Code audit. Each additional piece of work will be separately agreed and a detailed project specification and fee agreed with the Police and Crime Commissioner.

**Quality assurance**

We are committed to providing you with a high quality service. If you are in any way dissatisfied, or would like to discuss how we can improve our service, please contact me in the first instance. Alternatively you may wish to contact Mark Stocks, our Public Sector Assurance regional lead partner, via [mark.c.stocks@uk.gt.com](mailto:mark.c.stocks@uk.gt.com).

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Gregory', with a large, stylized initial 'J' and 'G'.

John Gregory  
Engagement Lead  
For Grant Thornton UK LLP