

Mr John Campion  
Police and Crime Commissioner for West Mercia  
OPCC  
West Mercia Police  
Hindlip Hall  
Worcester  
WR3 8SP

29 April 2019

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Dear Mr Campion

## Planned audit fee for 2019/20

The Local Audit and Accountability Act 2014 (the Act) provides the framework for local public audit. Public Sector Audit Appointments Ltd (PSAA) has been specified as an appointing person under the Act and the Local Authority (Appointing Person) Regulations 2015 and had the power to make auditor appointments for audits of opted-in local government bodies from 2018/19. The Police and Crime Commissioner for West Mercia and Chief Constable for West Mercia are both opted-in bodies.

For opted-in bodies PSAA's responsibilities also include setting fees and monitoring the quality of auditors' work. Further information on PSAA and its responsibilities are available on the [PSAA website](#).

### Scale fee

PSAA published the 2019/20 scale fees for opted-in bodies at the end of March 2019, following a consultation process. Individual scale fees have been maintained at the same level as in 2018/19, unless there were specific circumstances which required otherwise. Further details are set out on the [PSAA website](#). The scale fee for the Police and Crime Commissioner for 2019/20 has been set by PSAA at £26,380, which is the same as in 2018/19. The scale fee for the Chief Constable for 2019/20 has been set by PSAA at £14,438. The total scale fee for 2019/20 for the audit of the group financial statements of the Police and Crime Commissioner, including the statements of the Chief Constable, is £40,818.

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 timeframes'.

The audit planning process for 2019/20, 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

There are no changes to the overall work programme for audits of police bodies for 2019/20. 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. Audits of the accounts for 2019/20 will be undertaken under this Code. Further information on the NAO Code and guidance is available on the [NAO website](#).

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); and
- our work on your whole of government accounts return (if applicable).

PSAA will agree fees for considering objections from the point at which auditors accept an objection as valid, or any special investigations, as a variation to the scale fee.

### 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 their use of resources. This is known as the Value for Money (VfM) conclusion.

The NAO issued its latest guidance for auditors on value for money work in November 2017. 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 deployed resources to achieve planned and sustainable outcomes for taxpayers and local people.*

### Billing schedule

Fees will be billed as follows:

Audit fee	£
September 2019	6,595
December 2019	6,595
March 2020	6,595
June 2020	6,595
<b>Total</b>	<b>26,380</b>

### Outline audit timetable

We will undertake our audit planning and interim audit procedures in November 2019 to March 2020. 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 June and July 2020 and work on the whole of government accounts return in July 2020.

Phase of work	Timing	Outputs	Comments
Audit planning and interim audit	November to March	Joint Audit Plan	The plan summarises the findings of our audit planning and our approach to the audit of the Police and Crime Commissioner's accounts and VfM arrangements.
Final accounts audit	June and July	Joint Audit Findings Report (to the PCC as 'the individual charged with governance')	This report sets out the findings of our accounts audit and VfM work for the consideration of the PCC as the individual charged with governance.

VfM conclusion	June and July	Joint Audit Findings Report (to the PCC as 'the individual charged with governance')	As above
Whole of government accounts	July	Opinion on the WGA return	This work will be completed alongside the accounts audit.
Annual audit letter	August	Joint 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 2019/20 are:

	Name	Phone Number	E-mail
Key Audit Partner	Alex Walling	0117 305 7804	<a href="mailto:Alex.J.Walling@uk.gt.com">Alex.J.Walling@uk.gt.com</a>
Engagement Manager	Laurelin Griffiths	0121 232 5363	<a href="mailto:Laurelin.H.Griffiths@uk.gt.com">Laurelin.H.Griffiths@uk.gt.com</a>
In Charge Auditor	Martin Stevens	0121 232 5313	<a href="mailto:Martin.P.Stevens@uk.gt.com">Martin.P.Stevens@uk.gt.com</a>

### Additional work

The scale fee excludes any work the Police and Crime Commissioner may request that we may agree to undertake outside of our Code audit. Any additional 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



Alex Walling

**Key Audit Partner**

Grant Thornton UK LLP