



ISSUES ARISING REPORT FOR
Bicester Town Council
Audit for the year ended 31 March 2013

Introduction

The following matters have been raised to draw items to the attention of Bicester Town Council. These matters came to the attention of BDO LLP during the audit of the annual return for the year ended 31 March 2013.

The audit of the annual return may not disclose all shortcomings of the systems as some matters may not have come to the attention of the auditor. For this reason, the matters raised may not be the only ones that exist.

The matters listed below are explained in further detail on the page(s) that follow;

- Risk Assessment
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The following issue(s) have been raised to assist the council. The council is recommended to take action on the following issue(s) to ensure that the council acts within its statutory and regulatory framework.

Risk Assessment

What is the issue?

The risk assessment was approved by a sub-committee of the full council and the sub-committee minutes were approved by full council.

Why has this issue been raised?

The minutes of the full council did not specify that they had reviewed the risk assessment in any detail and therefore the Council is exposed to the criticism that it may not have complied with the Accounts and Audit Regulations 2011, paragraph 4 which specifies that a meeting of the whole of the relevant body must conduct a review at least once a year of the effectiveness of its system of internal control, which includes risk management.

What do we recommend you do?

The council must ensure that the full council, when approving the sub committee minutes, refers to the review of the risk assessment to ensure it complies with the legislation.

Further guidance on this matter can be obtained from the following source(s):

The Accounts and Audit (England) Regulations 2011

No other matters came to our attention.

For and on behalf of
BDO LLP

Date: 05 August 2013
