

The following issues have resulted in the annual return being qualified. They indicate either a breach of proper practices or legislation and they require the smaller authority to take immediate action to rectify these issues.

Fixed assets

What is the issue?

It has come to our attention that fixed assets included in box 9 do not agree to the asset register.

Why has this issue been raised?

The accounting treatment is not in compliance with proper practices.

What do we recommend you do?

The Practitioners Guide states that all assets should be held at cost as reflected in the asset register. In future the smaller authority should review the current Practitioners Guide to ensure that the are accounting for assets correctly.

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

Governance and Accountability in Local Councils in England - A Practitioners' Guide, NALC/SLCC

Asset Valuation

What is the issue?

The smaller authority has not included the value of all fixed assets on its annual return. There are assets on the asset register which have not been included on the return.

Why has this issue been raised?

The value of fixed assets as recorded on the annual return could therefore be understated.

What do we recommend you do?

The smaller authority must include all fixed assets owned by the body in Section 2 of the Annual Return. This should be the value of all fixed assets recorded in the fixed assets register. Assets comprise of land, buildings, plant and equipment, vehicles, etc property that will be of economic benefit to the smaller authority over a period substantially longer than one financial year.

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

Governance and Accountability in Local Councils in England - A Practitioners Guide, NALC/SLCC

No other matters came to our attention.

For and on behalf of
BDO LLP

Date: 25 September 2017