

30 March 2007

Mr W Delin Chief Executive Wyre Forest District Council Civic Centre Stourport-on-Severn Worcestershire DY11 5NF

Dear Mr Delin,

Appointment of external auditor

At its meeting on 22 March 2007 the Audit Commission Board appointed an officer of the Audit Commission (Central Region) as the external auditor of Wyre Forest District Council. The appointment is made under section 3 of the Audit Commission Act 1998 (the Act) and is for five years starting with the audit of the accounts for 2007/08.

The Audit Commission (Central Region) has nominated Liz Cave to be the Engagement Lead (appointed auditor) for the audit of the accounts for 2007/08 and the Board has approved this appointment. Liz Cave's contact details are:

Audit Commission (Central Region)
Rooms 13-18 and 24, The Business Centre
Blackpole Road
Worcester
WR3 8SQ
Telephone number - 01905 357356
E-mail address - I-cave@audit-commission.gov.uk

The audit will be carried out in accordance with the Commission's:

- Code of Audit Practice;
- Statement of responsibilities of auditors and of audited bodies; and
- Statement of responsibilities of grant-paying bodies, authorities, the Audit Commission and appointed auditors in relation to claims and returns.

Copies of all the above documents can be obtained from the Audit Commission website (www.audit-commission.gov.uk).

The Board also approved an arrangement under section 3 of the Act for Peter Yetzes (an officer of the Commission) to assist the appointed auditor with work under the National Fraud Initiative.

The Audit Commission (Central Region) will invoice Wyre Forest District Council for the audit fee, calculated in accordance with the Audit Commission Act 1998 and the Commission's *Work programme and scales of fees* (also available from the Commission's website).

The Commission and its appointed auditors are committed to ensuring that the transition to your new auditor is as smooth as possible. To assist this, I attach details of what work we would normally expect to be carried out by the auditors responsible for the audit of the accounts for 2006/07 and 2007/08. Where local circumstances require different arrangements, these can be agreed between yourselves and the two auditors.

Please do not hesitate to contact me if you require any further information regarding the appointment of your external auditor.

Yours sincerely

Keith Douthwaite

Head of Audit Regulation

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cc: Audit Commission (Central Region)

Head of Operations for the Audit Commission - West Midlands

Work to be carried out by auditors responsible for the audit of the accounts for 2006/07 and 2007/08

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Audit Opinion and VFM conclusion		\checkmark	SA 260 Report
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Work to be carried out by auditors responsible for the audit of the accounts for 2006/07 and 2007/08

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Questions and Objections – received after 1/4/07 and relating to 2007/08 item of account		√
Stewardship and Governance returns	√	