

**Our reference** Insp Fee

21 April 2009

Mr. B McCarthy  
Chief Executive  
City of York Council  
Guildhall,  
YORK  
YO1 9QN

<b>Direct line</b>	0844 798 6648
<b>Mobile</b>	07760 173188
<b>Email</b>	m-newbury@audit-commission.gov.uk

Dear Mr. McCarthy

### **Annual inspection plan**

I am writing to outline the assessment and inspection work that we propose to undertake for the 2009/10 financial year at City of York Council. The inspection fee:

- is based on the risk-based approach to inspection planning as set out in the Comprehensive Area Assessment (CAA) framework and associated guidance; and
- reflects only the Audit Commission's inspection work, excluding any audit fees. Your appointed auditor, Mr. John Prentice, will be writing to you separately on fees for audit work.

CAA will deliver a more proportionate and risk based approach to inspection, targeting only high risk services and outcomes for inspection where alternative improvement activity is not appropriate. After reviewing the available information I have concluded that, at present, there is no requirement for the Commission to undertake any assessment activity beyond that required to complete the managing performance element of the organisational assessment. The inspection plan will be reviewed and updated as necessary and I will maintain a dialogue with you about our planning intentions through the year.

The total indicative fee for inspection for 2009/10 is £16,630. This is the standard fee for the managing performance element of the organisational assessment. The inspection fee has been set in accordance with the Audit Commission's work programme and scales of fees 2009/10.

**Assessment and inspection work plan and fee**

<b>Assessment / inspection activity</b>	<b>Planned fee for 2009/10</b>
Area assessment of local partnership	n/a (CLG grant funded)
Managing performance theme of organisational assessment	£16,630
Add: Risk based inspection if applicable	nil
<b>Total inspection fee</b>	<b>£16,630</b>

If I need to make any significant amendments to the inspection plan and fee during the course of the year, I will first discuss this with you and then confirm in writing outlining the reasons for the change, including the proposed scope for the work.

The above fee excludes any work you requested and the Commission has agreed to undertake using its advice and assistance powers.

If you have any questions regarding this letter, please contact me in the first instance. Alternatively you may wish to contact the North East and Yorkshire and the Humber Head of Operations, Dave Allsop.

Yours sincerely

Michael Newbury  
*Comprehensive Area Assessment Lead*

**cc** Mr. John Prentice, District Auditor