



# Audit Completion Report

## Broxtowe Borough Council – year ended 31 March 2025

12 November 2025

Members of the Governance, Audit and Standards Committee  
Broxtowe Borough Council  
Town Hall  
Foster Avenue  
Beeston  
Nottingham  
NG9 1AB  
12 November 2025



Forvis Mazars  
Bank Chambers  
26 Mosley Street  
Newcastle upon Tyne  
NE1 1DF

Dear Governance, Audit and Standards Committee Members

## **Audit Completion Report – Year ended 31 March 2025**

We are pleased to present our Audit Completion Report for Broxtowe Borough Council (the 'Council') for the year ended 31 March 2025. The purpose of this report is to summarise our audit findings and conclusions.

This report is intended solely for the Governance, Audit and Standards Committee for the purpose of communicating certain matters that, in our professional judgement, are relevant to your oversight of the financial reporting process. To the fullest extent permitted by law Forvis Mazars LLP accepts no responsibility and disclaims all liability to any third party who purports to use or rely for any reason whatsoever on the report, its contents, conclusions, any extract, reinterpretation, amendment and/or modification. Accordingly, any reliance placed on the report, its contents, conclusions, any extract, reinterpretation, amendment and/or modification by any third party is entirely at their own risk.

We appreciate the courtesy and co-operation extended to us by Broxtowe Borough Council throughout our audit. We would be happy to discuss the contents of this report, or any other matters regarding our audit, with you in more detail.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Gavin Barker'.

Gavin Barker

Forvis Mazars LLP

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Our reports are prepared in the context of the 'PSAA Statement of Responsibilities of Auditors and of Audited Bodies' and the 'Appointing Person Terms of Appointment' issued by Public Sector Audit Appointments Limited. This document is to be regarded as confidential to Broxtowe Borough Council. It has been prepared for the sole use of the Governance, Audit and Standards Committee as the appropriate sub-committee charged with governance. We do not accept any liability or responsibility to any other person in respect of the whole or part of its contents.

# 01

## Executive Summary

# Executive summary

## Scope

We have been engaged to audit the financial statements of Broxtowe Borough Council for the year ended 31 March 2025 which are prepared in accordance with the 2024/25 Code of Practice on Local Authority Accounting.

We have conducted our audit in accordance with International Standards on Auditing (UK) ('ISAs'), relevant ethical and professional standards, our own audit methodology and in accordance with the Code of Audit practice.

## Audit status

Our audit procedures are now substantially complete for the year ended 31 March 2025.

Please refer to the '*Status of our audit*' section for a list of significant audit matters outstanding at the date of this report. We will provide an update to the Governance, Audit and Standards Committee on completion of those outstanding matters by way of a follow-up letter.

## Areas of focus and audit approach, and significant findings

We have not made any changes to our initial risk assessment and planned audit approach that was communicated to the Audit and Governance Committee in our Audit Strategy Memorandum.

Our significant risks and other areas of focus are set out in the '*Audit approach and risk summary*' section, with a summary of our audit approach over those areas. Significant findings from our audit are set out in the '*Significant findings*' section.

## Significant control deficiencies

We identified significant deficiencies in internal control. Please refer to the '*Significant control deficiencies*' section. We have not identified any non-significant control observations to date.

## Audit misstatements

A summary of the adjusted and unadjusted misstatements above our reporting threshold we have identified to date is set out in the '*Summary of misstatements*' section.

## Audit opinion

At the time of issuing this report and subject to the satisfactory conclusion of our remaining audit work, we anticipate issuing an unqualified opinion, without modification, as set out in Appendix C.

## Value for Money

We have completed our work, but we will continue to assess arrangements up to the point of reporting which is planned by the end of November 2025.

We anticipate having no significant weaknesses in arrangements to report in relation to the arrangements that the Council has in place to secure economy, efficiency and effectiveness in its use of resources.

## Wider reporting powers

The 2014 Act requires us to give an elector, or any representative of the elector, the opportunity to question us about the accounting records of the Council and to consider any objection made to the accounts. We did receive some questions from one individual in relation to stock. These questions were more appropriate for the Council to deal with, so officers provided a response to the complainant. No further audit action was required in relation to the issues raised.

## Reporting to the group auditor

We have not yet received group instructions from the National Audit Office in respect of our work on the Council's WGA submission. We are unable to commence our work in this area until such instructions have been received.

# Executive summary

## Qualitative aspects of Council's accounting practices

We have reviewed the Council's accounting policies and disclosures and conclude that they comply with the 2024/25 Code of Practice on Local Authority Accounting, appropriately tailored to the Council's circumstances.

Draft accounts were received from the Council on 20 August 2025 and were of a good quality. The working papers supporting the financial statements were also of good quality and were comprehensive. However, we identified significant deficiencies in capital accounting processes, including issues with asset valuations and reconciliations, which required audit adjustments. These findings highlight weaknesses in internal controls within the capital accounting function.

## Significant matters discussed with management

During our audit, we discussed the following significant matters with management:

- The Council's financial position, including development of the medium-term financial plan: During the year, we have met with officers to discuss the Council's financial position and budget setting process and pressures to enable us to reflect on the Council's financial resilience and sustainability, and to conclude whether the going concern basis of accounting in the preparation of the financial statements is appropriate;
- Ongoing preparations for Local Government Reorganisation and the effect on Broxtowe Borough Council.
- We discussed significant deficiencies identified in the Council's capital accounting processes, including errors in asset valuation instructions, incorrect postings, and lack of robust review controls. These weaknesses required audit adjustments and highlight the need for strengthened internal controls and compliance with CIPFA Code requirements.

## Significant difficulties during the audit

We have not encountered any significant difficulties and we have had the full co-operation of management.

## Other matters of significance

We encountered no significant difficulties during our audit and had no significant disagreements with management. There was effective co-operation and communication between Forvis Mazars, management, and the Governance, Audit and Standards Committee during our audit. All requested information and explanations were provided to us.

Other matters we are required by ISA (UK) 260 *Communication with Those Charged with Governance* to communicate to you have been set out in Appendix E

# 02

## Status of the audit

# Status of our audit

Our audit work is substantially complete and there are currently no matters of which we are aware that would require modification of our audit opinion, subject to the satisfactory resolution of the outstanding matters set out below.

## PPE Valuations

Awaiting updated responses from valuers, including the internal valuer, at the time of writing this report.



## Capital Commitments

Awaiting a response from the Council to queries we have raised.



## Other areas of work

There are a number of other procedures that we need to complete.



## Completion procedures

Completion procedures will continue up to the point where we receive the final signed set of financial statements and the signed letter of representation from management. These procedures include ongoing completion and review of our audit file, checking the final version of the financial statements and considering any events after the balance sheet date up to the point that we issue our audit opinion.



## Value for money arrangements

We have completed our work, but we will continue to assess arrangements up to the point of reporting which is planned by the end of November 2025.



## Status

 Likely to result in a material adjustment or a significant change to disclosures in the financial statements.

 Potential to result in a material adjustment or a significant change to disclosures in the financial statements.

 Not considered likely to result in a material adjustment or a change to disclosures in the financial statements.

 Work on value for money arrangements

# 03

## Audit approach and risk summary

# Audit approach and risk summary

## Changes to our audit approach

There have been no changes to the audit approach we communicated in our Audit Strategy Memorandum, issued on 7 May 2025.

## Materiality

Our provisional materiality at the planning stage of our audit was set at: £1.110m using a benchmark of 2% of gross operating expenditure as per the Audit Strategy Memorandum. For the group financial statements, materiality was £1.160m based on the same benchmark.

Based on the final financial statement figures and other qualitative factors, the final overall materiality we applied was £1.480m (final performance materiality: £1.110m; final clearly trivial threshold: £44k). For the group financial statements, the final materiality we applied was overall materiality of £1.532m (final performance materiality: £1.149m; final clearly trivial threshold: £46k).

# Audit approach and risk summary

	Audit risk / key area of judgement	Fraud risk	Judgement	Error	Substantive audit procedures	Tests of controls	Misstatement identified	Control recommendations	Conclusion	Page ref to finding
Significant risks	Management override of controls	●	●	○	●	○	○	●	Risk satisfactorily addressed. At the date of this report, we have not identified any significant issues to report. There is an internal control recommendation on page 23.	13
	Net defined benefit liability valuation	○	●	●	●	○	●	○	Risk satisfactorily addressed. We have identified an unadjusted misstatement as set out in section 06, our work obtained the assurances required and there are no further matters to report.	14
	Valuation of Council dwellings and land and buildings	○	●	●	●	○	●	●	Risk satisfactorily addressed. We identified significant issues with the Council's valuation processes, and this has resulted in a number of significant internal control deficiencies (reported on pages 20 to 22). In addition, a number of material adjustments were required to the Council's draft financial statements (reported on pages 26 to 29).	15
Other key areas of judgement, and enhanced risks	Application of IFRS 16, leases, for the first time	○	●	●	●	○	○	○	Risk satisfactorily addressed. We have not identified any significant issues to report.	16

# 04

## Significant findings

# Significant findings

The significant findings from our audit include our conclusions regarding the significant risks we identified and other key areas of judgement, which are set out in this section.

## Significant risks

### Management override of controls

#### Description of the risk

This is a mandatory significant risk on all audits due to the unpredictable way in which such override could occur.

Management at various levels within an organisation are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur there is a risk of material misstatement due to fraud on all audits.

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#### How we addressed this risk

We addressed this risk through performing audit work over:

- Accounting estimates impacting amounts included in the financial statements;
- Consideration of identified significant transactions outside the normal course of business; and
- Journal entries recorded in the general ledger and other adjustments made in preparation of the financial statements.

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#### Audit conclusion

At the date of this report, we have not identified any significant issues to report.

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ISA 240 in relation to fraud identifies a presumed risk of fraud in revenue recognition, but allows for this to be rebutted. We have rebutted the presumed risk on the grounds that the culture and ethical framework and the systems of internal control mean that the opportunities to manipulate the recognition of revenue at the Council are limited, and based on our assessment of the current financial position there is little incentive to do so. We still test the cut-off of revenue before and after the year end to ensure that revenue is recognised in the correct financial year, but we have not elevated this to a significant risk.

# Significant findings

## Significant risks (continued)

### Net defined benefit liability valuation

<b>Description of the risk</b>	
	<p>The Council is an employer in the Local Government Pension Scheme, administered on a local level by the Nottinghamshire Pension Fund.</p>
	<p>The defined benefit assets and liabilities are significant items in the Council's balance sheet and the Council engages an actuary to perform an annual valuation in accordance with the requirements of IAS 19 Employee Benefits. Due to the high degree of estimation uncertainty associated with this valuation, we have identified a significant risk in this area.</p>
	<p>We will also complete audit procedures on the net benefit liability held by Liberty Leisure Ltd.</p>

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### How we addressed this risk

We addressed this risk by:

- Critically assessing the competency, objectivity and independence of Nottinghamshire Pension Fund's Actuary, Barnett Waddingham
- Liaising with the auditors of Nottinghamshire Pension Fund to gain assurance over the design and implementation of the controls in place at the Pension Fund. This included the processes and controls in place to ensure data provided to the Actuary by the Pension Fund for the purposes of the IAS19 valuation is complete and accurate;
- Reviewing the appropriateness of the pension asset and liability valuation methodologies applied by the Pension Fund Actuary, and the key assumptions included within the valuation. This included comparing them to expected ranges, utilising information from PwC the consulting actuary engaged by the National Audit Office; and
- Agreeing the data in the IAS 19 valuation report provided by the Fund Actuary for accounting purposes to the pension accounting entries disclosures in the Council's financial statements. As there was a pension surplus arising in 2024/25, we considered the accounting treatment required under IFRIC 14.

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### Audit conclusion

We have identified unadjusted misstatement as set out in section 06, arising from the report received from the auditor of Nottinghamshire Pension Fund; our work obtained the assurances required and there are no further matters to report.

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# Significant findings

## Significant risks (continued)

### Valuation of land and buildings, surplus assets and investment properties

#### Description of the risk

The financial statements contain material entries on the Balance Sheet as well as material disclosure notes in relation to the Council's holding of Council dwellings and land and buildings. Although the Council uses a valuation expert to provide information on valuations, there remains a high degree of estimation uncertainty associated with the revaluation of PPE due to the significant judgements and number of variables involved in providing revaluations.

We have therefore identified the valuation of Council dwellings, and land and buildings to be an area of significant risk.

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#### How we addressed this risk

We addressed this risk by:

- Critically assessing the Council's valuer's scope of work, qualifications, objectivity and independence to carry out the required programme of revaluations;
- Considering whether the overall revaluation methodologies used by the Council's valuers were in line with industry practice, the CIPFA Code of Practice and the Council's accounting policies; and
- Assessing whether valuation movements are in line with market expectations by using third party information to provide information on regional valuation trends; and
- Critically assessing the approach that the Council adopts to ensure that assets not subject to revaluations in 2024/25 are materially fairly stated, including considering the robustness of the approach in light of the valuation information reported by the Council's valuers.

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#### Audit conclusion

We identified significant issues with the Council's valuation processes, and this has resulted in a number of significant internal control deficiencies (reported on pages 20 to 23). In addition, a number of material adjustments were required to the Council's draft financial statements (reported on pages 26 to 29). As stated in the audit progress section, the work in this area is still ongoing.

We have no further matters to report.

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# Significant findings

## Other key areas of management judgement / enhanced risks

### Application of IFRS 16 for the 2024-25 financial year

#### Description of the risk

IFRS 16 is applicable from 1 April 2024, designed to report information that better shows lease transactions and provides a better basis for users of financial statements to assess the amount, timing and uncertainty of cash flows arising from leases. The Council is required to account for its lease arrangements in line with this new standard for the first time in the 2024/25 accounts. This requires the Council to re-classify their leases and account for a right of use asset.

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#### How we addressed this risk

We substantively tested lease balances recognised under IFRS 16 and sought evidence to support that they have been correctly classified and accurately measured under the new standard.

We also:

- obtained an understanding of the approach taken by the Council in valuing the right of use assets;
- sample tested the valuation of the right of use asset; and
- agreed the valuation to underlying data and reviewed the underlying valuation assumptions.

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#### Audit conclusion

At the date of this report, we have not identified any significant issues to report.

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# Significant findings

## Wider responsibilities

Our powers and responsibilities under the 2014 Act are broad and include the ability to:

- issue a report in the public interest;
- make statutory recommendations that must be considered and responded to publicly;
- apply to the court for a declaration that an item of account is contrary to law; and
- issue an advisory notice under schedule 8 of the 2014 Act.

We have not exercised any of these powers as part of our 2024/25 audit.

The 2014 Act also gives rights to local electors and other parties, such as the right to ask questions of the auditor and the right to make an objection to an item of account. We did receive some questions from one individual in relation to stock. These questions were more appropriate for the Council to deal with, so officers provided a response to the complainant. No further audit action was required in relation to the issues raised.

# 05

## Internal control conclusions

# Significant control deficiencies

As part of our audit, we obtained an understanding of the Council's internal control environment and control activities relevant to the preparation of the financial statements, which was sufficient to plan our audit and determine the nature, timing, and extent of our audit procedures. Although our audit was not designed to express an opinion on the effectiveness of the Council's internal controls, we are required to communicate to the Audit and Governance Committee any significant deficiencies in internal controls that we identified in during our audit.

## Deficiencies in internal control

A deficiency in internal control exists if:

- A control is designed, implemented, or operated in such a way that it is unable to prevent, detect, and/ or correct potential misstatements in the financial statements; or
- A control that is necessary to prevent, detect, and/ or correct misstatements in the financial statements on a timely basis is missing.

The purpose of our audit was to express an opinion on the financial statements. As part of our audit, we have considered the Council's internal controls relevant to the preparation of the financial statements to design audit procedures to allow us to express an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal controls or to identify any significant deficiencies in their design or operation.

The matters reported in this section of our report are limited to those deficiencies and other control recommendations that we have identified during our normal audit procedures and which we consider to be of sufficient importance to merit being reported.

If we had performed more extensive procedures on internal control, we might have identified more deficiencies to report or concluded that some of the reported deficiencies need not in fact have been reported.

Our comments in this section should not be regarded as a comprehensive record of all deficiencies that may exist or improvements that could be made.

## Significant deficiencies in internal control

A significant deficiency in internal control is one which, in our professional judgement, has the potential for financial loss, damage to reputation, or a loss of information which may have implications on the achievement of business strategic objectives. Our view is that observations categorised as a significant deficiency is of sufficient importance to merit the attention of the Audit and Governance Committee.

The significant deficiencies in the Council's internal controls that we have identified as at the date of this report are set out on the following pages.

## Other observations

We also record our observations on the Council's internal controls where, in our professional judgement, there is a need to strengthen internal control or enhance business efficiency that do not constitute significant deficiencies in internal control but which we view as being important for consideration by management.

We have not identified any such control deficiencies as at the date of this report.

We have followed up on the two internal control recommendations highlighted in the prior year audit. These are considered in Appendix A.

# Significant control deficiencies

## Significant deficiencies in internal control

In our view, the deficiencies in internal control set out in this section result in a potential for financial loss, damage to reputation, or a loss of information. This may have implications for the achievement of business strategic objectives. Our recommendations should be considered for immediate action.

### Weaknesses in Capital Accounting Processes and Control Framework

#### Description of deficiency

During the audit, we identified a significant deficiency in the Council's capital accounting processes, evidenced by multiple issues including discrepancies between the Fixed Asset Register and the general ledger, incorrect calculation and posting of asset disposals, failure to clear revaluation reserve balances, misclassification of capital transactions, and inconsistent application of CIPFA Code requirements for statutory adjustments. These weaknesses increase the risk of material misstatement in Property, Plant and Equipment balances and related reserves, and indicate inadequate review controls and reconciliation procedures within the capital accounting function.

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#### Potential effects

Increased risk of material misstatement in PPE balances and reserves due to inadequate controls and non-compliance with CIPFA Code.

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#### Recommendation

The Council should implement robust reconciliations, strengthen review controls ensure appropriate arrangements are in place to produce complex notes in the accounts that are of a high quality.

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#### Management response

Agreed. The Deputy Chief Executive and Section 151 Officer remains satisfied with the competency and technical knowledge of the Accountancy team.

Whilst time was included in the year-end schedule for quality assurance, the late completion of asset valuations compromised the time available to support this review. This will be rectified in the timetable for future years with the earlier scheduling of asset valuations and the associated actions.

A full review of working papers will be undertaken with the aim of improving the quality and consistency of these to provide evidence of the figures included in the financial statements and to support the enquiries from the auditors.

# Significant control deficiencies

## Significant deficiencies in internal control

In our view, the deficiencies in internal control set out in this section result in a potential for financial loss, damage to reputation, or a loss of information. This may have implications for the achievement of business strategic objectives. Our recommendations should be considered for immediate action.

### Weaknesses in Asset Valuation Instructions and Review Controls

#### Description of deficiency

The Council's asset valuation process lacked adequate controls, as instructions to the external valuer of Council dwellings omitted certain beacon assets and the Council failed to identify a significant input error by the external valuer when recording the results of the valuation. This demonstrates insufficient review and validation procedures over valuation data and postings, increasing the risk of material misstatement in Property, Plant and Equipment balances.

There were weaknesses in the processes for the internal valuation of other assets, and there were significant delays in providing the valuation reports including the supporting valuation calculation for individual assets that had been revalued. The Council does not assess whether there is a potential material impact on assets that have not been revalued in the year.

#### Potential effects

Increased risk of material misstatement in asset valuations due to incomplete instructions and lack of review controls over valuation data.

#### Recommendation

Strengthen review procedures for valuation inputs and postings, ensure comprehensive instructions to valuers, and implement validation checks before recording valuations. Ensure all valuation reports are in place prior to preparing the accounts. Specifically assess whether there is a potential material misstatement relating to assets not valued in the year, and whether some form of indexation is required between revaluations to avoid potential material misstatements occurring.

#### Management response

Agreed. The process to complete the required asset valuations and its input into the financial statements fell below the levels expected. The late and incomplete instructions sent to the external valuers and the subsequent delayed receipt of those valuations did not allow time for the level of quality assurance that would have been anticipated.

The future timetable will include the planning of asset valuations much earlier in the process, well before the financial year-end. This will allow the Chief Accountant more time to effectively communicate and formally quality check instructions with the Estates Manager and/or external valuers.

The Estates Manager will then be responsible for ensuring that valuations are completed, as required, and submitted to Finance Services in accordance with agreed timescales. This should provide adequate time for completing working papers and quality checking entries into the accounts and the notes to the financial statements

The comments regarding whether indexation is required between revaluations to avoid potential material misstatements occurring is noted and will be considered further with the Estates Manager for 2025/26.

# Significant control deficiencies

## Significant deficiencies in internal control

In our view, the deficiencies in internal control set out in this section result in a potential for financial loss, damage to reputation, or a loss of information. This may have implications for the achievement of business strategic objectives. Our recommendations should be considered for immediate action.

### Minimum Revenue Provision

#### Description of deficiency

The Council has not fully adhered to its formal MRP Policy. While adopting Option 3 – Asset Life Method under statutory guidance, the asset lives used in MRP calculations do not align with those recorded in the asset register and applied for depreciation. This inconsistency resulted in immaterial misstatements and indicates a need to ensure MRP is calculated in strict accordance with statutory guidance and the CIPFA Code.

In relation to the Housing Revenue Account, the Council has not made a voluntary revenue provision, meaning that the outstanding capital finance requirement relating to the HRA will never be reduced. Making such provision is not a requirement, but it would be prudent.

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#### Potential effects

The MRP charge is not appropriate. In relation to the Housing Revenue Account the Council is not making a prudent voluntary provision to reduce outstanding indebtedness.

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#### Recommendation

Align asset lives used in MRP calculations with those in the asset register and depreciation schedules, and implement a formal review process to ensure strict adherence to the Council's MRP Policy and statutory requirements. The Council should consider whether a prudent voluntary revenue provision is made to reduce HRA indebtedness.

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#### Management response

Agreed. A full review of MRP calculations will be undertaken as part of the budget setting process to ensure compliance and accuracy. The impact is not considered to be material.

In terms of the HRA, there is not a statutory requirement to make prudent provision for the repayment of debt. Whilst no provision has been made to date in respect of the historic debts relating to the Housing Finance reforms in 2012, all new borrowing to support the Council's housing delivery programme do have elements of Voluntary Revenue Provision (VRP) set aside within the business cases for each respective scheme. These are expected to come into effect from 2026/27 and will be kept under review by the Deputy Chief Executive and Section 151 Officer.

# Significant control deficiencies

## Significant deficiencies in internal control

In our view, the deficiencies in internal control set out in this section result in a potential for financial loss, damage to reputation, or a loss of information. This may have implications for the achievement of business strategic objectives. Our recommendations should be considered for immediate action.

### Journals Testing

#### Description of deficiency

During our testing of journals, we identified certain users that had self-authorised journal entries when they should not have. We extended our testing with no issues arising. Additionally, we identified an instance where a user who does not have formal authorisation rights in the system was able to post and self-authorise a journal without any review mechanism in place.

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#### Potential effects

Increased risk of error in the accounts

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#### Recommendation

The Council should refresh authorisation and ledger access rights to ensure access and authorisation are relevant and up-to-date.

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#### Management response

Agreed. A full review of users' access rights to the general ledger, including journal authorisation, has been undertaken and is now scheduled for regular review. The audit matter identified occurred prior to the above review being undertaken and involved junior officers in the Finance Services team self-authorising internal journal transfers. Whilst there was an increased risk of error without the assurances provided by review and authorisation, the risk of financial loss and/or fraud was considered to be low.

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# 06

## Summary of misstatements

# Summary of misstatements

## Unadjusted misstatements

Our overall materiality, performance materiality, and clearly trivial (reporting) threshold were reported in our Audit Strategy Memorandum, issued on 7 May 2025. Any subsequent changes to those figures are set out in the 'Audit approach and risk summary' section of this report.

Management has assessed the misstatements in the table below as not being material, individually or in aggregate, to the financial statements and does not plan to adjust. We only report to Governance, Audit and Standards Committee unadjusted misstatements that are either material by nature or which exceed our reporting threshold.

Description	Entity	Nature	Comprehensive Income and Expenditure Statement		Balance Sheet	
			Dr (£ '000)	Cr (£ '000)	Dr (£ '000)	Cr (£ '000)
Dr. General Fund and Earmarked Reserves					119	
Cr. Capital Adjustments Account						119
Misstatement identified due to incorrect asset lives within its calculation of its MRP charge for the year. This represents an undercharge of MRP.						
Dr. Net pension Liability					143	
Cr. Pensions Reserve						143
The Pension Fund auditor identified an unadjusted difference in asset values during their audit of the Pension Fund. The above is our estimation of the impact on the Council's asset valuations based on the Council's share of Pension Fund assets. This is an understatement of asset values.						
<b>Aggregate effect of unadjusted misstatements</b>					<b>262</b>	<b>262</b>

We will obtain written representations confirming that, after considering the unadjusted misstatements, both individually and in aggregate, in the context of the financial statements taken as a whole, no adjustments are required.

# Summary of misstatements

## Unadjusted misstatements (continued)

Our overall materiality, performance materiality, and clearly trivial (reporting) threshold were reported in our Audit Strategy Memorandum, issued on 7 May 2025. Any subsequent changes to those figures are set out in the 'Audit approach and risk summary' section of this report.

Management has assessed the misstatements in the table below as not being material, individually or in aggregate, to the financial statements and does not plan to adjust. We only report to Governance, Audit and Standards Committee unadjusted misstatements that are either material by nature or which exceed our reporting threshold.

Description	Entity	Nature	Comprehensive Income and Expenditure Statement		Balance Sheet	
			Dr (£ '000)	Cr (£ '000)	Dr (£ '000)	Cr (£ '000)
Brought forward from page 25					262	262
Dr. Revaluation Reserve					371	
Cr. Property, plant and Equipment						371
Error in the valuation methodology utilised by the internal valuer in the valuation of car parks.						
Aggregate effect of unadjusted misstatements					633	633

We will obtain written representations confirming that, after considering the unadjusted misstatements, both individually and in aggregate, in the context of the financial statements taken as a whole, no adjustments are required.

# Summary of misstatements

## Adjusted misstatements

The misstatements in the table below have been adjusted by management. We report all individual misstatements above our reporting threshold that we identify during our audit and which management had adjusted and any other misstatements we believe Governance, Audit and Standards Committee should be made aware of.

Description	Entity	Nature	Comprehensive Income and Expenditure Statement		Balance Sheet	
			Dr (£ '000)	Cr (£ '000)	Dr (£ '000)	Cr (£ '000)
Dr. Depreciation, Amortisation and Impairment  Cr. Housing Revenue account (Useable Reserve)  We identified that HRA depreciation has been calculated using the beacon values as at 31/03/2022 instead of 31/03/2024 and an incorrect number of council dwellings resulting in an undercharge of depreciation.			386			386
Dr Other operating expenditure  Cr. Taxation and non specific grant income  We identified that the Council has incorrectly recorded its notional income in respect of its receipt of a donated asset as 'Other Operating Expenditure' as part of Note 12 instead of 'Taxation and Non-Specific Grant Income' as part of Note 14.)			65	65		
Dr Revaluation Reserve (Unusable Reserve)  Cr Capital Adjustment Account (Unusable Reserve)  Revaluation Reserve balances relating to disposed non-current assets had not been written out. This has now been corrected by transferring from the Revaluation Reserve to the Capital Adjustment Account.					78	78
<b>Aggregate effect of adjusted misstatements</b>			<b>451</b>	<b>65</b>	<b>78</b>	<b>464</b>

# Summary of misstatements

## Adjusted misstatements (continued)

The misstatements in the table below have been adjusted by management. We report all individual misstatements above our reporting threshold that we identify during our audit and which management had adjusted and any other misstatements we believe Governance, Audit and Standards Committee should be made aware of.

Description	Entity	Nature	Comprehensive Income and Expenditure Statement		Balance Sheet	
			Dr (£ '000)	Cr (£ '000)	Dr (£ '000)	Cr (£ '000)
Brought forward from page 27			451	65	78	464
Dr. Revaluation Reserve					1,174	
Dr. Housing revenue account					1,174	
Cr. Gains and Losses on Disposal on Non-Current Assets				1,174		
Cr. Capital Adjustment accounts						1,174
The Council have incorrectly calculated the net book value of its council house disposals written out of PPE as part of the gain/loss on disposal of non-current assets.						
Dr. Capital receipts reserve			96		96	
Dr. Gains and Losses on Disposal on Non-Current Assets				96		
Cr. Assets under construction (Cost)						96
Cr. Housing Revenue account						96
The Council have incorrectly treated a reduction in the purchase price of a capital addition (Field Farm) as a capital receipt rather than as a reduced PPE addition.						
Aggregate effect of adjusted misstatements			547	1,239	2,522	1,830

# Summary of misstatements

## Adjusted misstatements (continued)

The misstatements in the table below have been adjusted by management. We report all individual misstatements above our reporting threshold that we identify during our audit and which management had adjusted and any other misstatements we believe Governance, Audit and Standards Committee should be made aware of.

Description	Entity	Nature	Comprehensive Income and Expenditure Statement		Balance Sheet	
			Dr (£ '000)	Cr (£ '000)	Dr (£ '000)	Cr (£ '000)
Brought forward from page 28			547	1,239	2,522	1,830
Dr. Revaluation Reserve					43,618	
Cr. Council Dwellings						43,618
Due to cumulative impact of a number of errors in the valuation of council dwellings. This is a net reduction in the value of Council dwellings.						
Dr. Receivable					32	
Dr. Payables					16	
Cr. Other service expenses				48		
Due to incorrect accrual of expenses instead of treating as prepayment						
Aggregate effect of adjusted misstatements			547	1,287	46,188	45,448

# Summary of misstatements

## Disclosure misstatements

We identified the following disclosure misstatements during our audit that have been corrected by management:

- Note 36, Defined Benefit Pension Schemes: Note has been updated to include the disclosure of the Virgin media case. Minor corrections also made in the assumptions used.
- Disclosure amendment in cashflow for reclassification between investing activities and Operating Activities .
- Disclosure amendment in note 29 officers Remuneration for figures incorrectly transposed.
- Collection fund note 2 Non- Domestic Rateable Value and Non-Domestic Rate Multiplier amended for minor changes.
- Classification error between employee benefit expenses and other service expenses within note 9 Expenditure and Income Analysed by Nature.
- Various minor disclosure amendments in Movement in Reserves Statement, note 15 Property, Plant and Equipment, note 23 Capital Adjustment Account, note 10 Adjustments between Accounting Basis and Funding Basis under Regulations.
- Minor disclosure amendment in Note 33 Capital Expenditure and Capital Financing.
- Various minor disclosure amendments in housing revenue account notes.

We will obtain written representations confirming that, after considering any unadjusted disclosure misstatements, both individually and in aggregate, in the context of the financial statements taken as a whole, no further adjustments are required.

# 07

## Fraud considerations

# Fraud considerations

We have a responsibility to plan and perform our audit to obtain reasonable assurance that the financial statements are free from material misstatement, whether due to fraud or error.

## Your responsibilities

Management has primary responsibility for the prevention and detection of fraud. It is important that management, with Governance, Audit and Standards Committee oversight, place a strong emphasis on fraud prevention, which may reduce opportunities for fraud to take place, and fraud deterrence, which could persuade individuals not to commit fraud because of the likelihood of detection and punishment. This involves a commitment to creating a culture of honesty and ethical behaviour which is reinforced by Governance, Audit and Standards Committee's active oversight.

## Our responsibilities

We have a responsibility for obtaining reasonable assurance that the financial statements taken as a whole are free from material misstatement, whether due to fraud or error. The distinguishing factor between fraud and error is whether the underlying action that results in a misstatement is intentional or unintentional. Two types of intentional misstatements are relevant to us – misstatements resulting from fraudulent financial reporting, and misstatements resulting from the misappropriation of assets.

## ISA presumed fraud risks

As set out in the 'Audit approach and risk summary' section, the risks of fraud as a result of management override of controls was identified as a significant risk.

## Our overall approach to fraud

Inquire with management, Governance, Audit and Standards Committee and internal audit



Assign and supervise appropriate audit personnel



Evaluate the selection and application of accounting policies



Obtain written representation from management



Incorporate elements of unpredictability into our audit procedures



Maintain professional scepticism



## Our overall conclusion

We did not identify any actual or suspected fraud involving management, employees with significant roles in internal control or others, where the fraud resulted in a material misstatement in the financial statements.

# 08

## Value for Money

# Value for Money

## Approach to Value for Money

We are required to form a view as to whether the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The NAO issues guidance to auditors that underpins the work we are required to carry out in order to form our view and sets out the overall criterion and sub-criteria that we are required to consider.

This is the first audit year where we have undertaken our value for money (VFM) work under the full 2024 Code of Audit Practice (the Code). Our responsibility remains to be satisfied that the Council has proper arrangements in place, and to report in the auditor's report where we are not satisfied that arrangements are in place. Where we have issued a recommendation in relation to a significant weaknesses this indicates we are not satisfied that arrangements are in place. Separately we provide a commentary on the Council's arrangements in the Auditor's Annual Report.

A key change in the 2024 Code of Audit Practice is the requirement for us to issue our Auditor's Annual Report for the year ending 31st March 2025 to you in draft by the 30th November 2025. This is required whether our audit is complete or not. Should our work not be complete, we will report the status of our work and any findings to up to that point (and since the issue of our previous Auditor's Annual Report).

The Code requires us to structure our commentary to report under three specified criteria:

- **Financial sustainability** - How the Council plans and manages its resources to ensure it can continue to deliver its services;
- **Governance** - How the Council ensures that it makes informed decisions and properly manages its risks; and
- **Improving economy, efficiency and effectiveness** - How the Council uses information about its costs and performance to improve the way it manages and delivers its services.

At the planning stage of the audit, we undertake work to understand the arrangements that the Council has in place under each of the reporting criteria and we identify risks of significant weaknesses in those arrangements. Although we describe this work as planning work, we keep our understanding of arrangements under review and update our risk assessment throughout the audit to reflect emerging issues that may suggest significant weaknesses in arrangements exist.

In our Audit Strategy Memorandum issued on 7 May 2025, we reported that we had not identified any risks of significant weaknesses in arrangements.

Where our risk-based procedures identify actual significant weaknesses in arrangements we are required to report these and make recommendations for improvement. Where such significant weaknesses are identified, we report these in the audit report by exception. We will also highlight emerging issues or other matters that do not represent significant weaknesses but still require attention from the Council.

The primary output of our work on the Council's arrangements is the commentary on those arrangements that forms part of the Auditor's Annual Report. This commentary will provide a summary of the work we have undertaken and our judgements against each of the specified reporting criteria. We intend to issue the Auditor's Annual Report in draft by the end of November 2025.

## Status of our work

We have completed our work, but we will continue to assess arrangements up to the point of reporting which is planned by the end of November 2025.

We anticipate having no significant weaknesses in arrangements to report in relation to the arrangements that the Council has in place to secure economy, efficiency and effectiveness in its use of resources.

We have completed our work in respect of the Council's arrangements for the year ended 31 March 2025 and we have not identified any significant weaknesses in arrangements that have required us to make a recommendation. Our draft audit report at Appendix C confirms that we have no matters to report in respect of significant weaknesses. As noted above, our commentary on the Council's arrangements will be provided in the Auditor's Annual Report planned to be issued by the end of November 2025.

# Appendices

- A: Internal control conclusions
- B: Draft management representation letter
- C: Draft audit report
- D: Confirmation of our independence
- E: Other communications

# Appendix A: Internal control conclusions

## Other deficiencies in internal control

A deficiency in internal control exists if:

- A control is designed, implemented, or operated in such a way that it is unable to prevent, detect, and/ or correct potential misstatements in the financial statements; or
- A control that is necessary to prevent, detect, and/ or correct misstatements in the financial statements on a timely basis is missing.

The purpose of our audit was to express an opinion on the financial statements. As part of our audit, we have considered the Council's internal controls relevant to the preparation of the financial statements to design audit procedures to allow us to express an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal controls or to identify any significant deficiencies in their design or operation.

The matters reported in Appendix A are limited to those deficiencies and other control recommendations that we have identified during our normal audit procedures and which we consider to be of sufficient importance to merit being reported. If we had performed more extensive procedures on internal control, we might have identified more deficiencies to report or concluded that some of the reported deficiencies need not in fact have been reported. Our comments in Appendix A should not be regarded as a comprehensive record of all deficiencies that may exist or improvements that could be made.

We have not identified any internal control observations as at the date of this report.

We have followed up on the two internal control recommendations highlighted in the prior year audit, and this is set out on page 37. There are no residual matters relating to the prior year recommendations.

# Appendix A: Internal control conclusions

## Follow up on previous internal control points

We set out below an update on internal control points raised in prior periods.

### Related Parties

#### Description of deficiency

During the testing of related party transactions, we noted two missing declarations of interest from Members

A similar control deficiency was reported in our 2022/23 report.

#### Current year update:

*There has been no recurrence of this issue during 2024/25 audit testing.*

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#### Potential effects

Whilst there are compensating controls, such as declarations of interest at each committee meeting, related party transactions could go undetected which would lead to disclosure errors in the financial statements.

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#### Recommendation from last year

The Council should ensure that all declaration forms are completed on an annual basis. These must be used as a basis to complete the related party note in the accounts.

### Employment Contracts

#### Description of deficiency

During our testing of pay costs, we identified four employees that did not have a signed contract of employment on file.

#### Current year update:

**We came across the same issue during 2024/25 and the Council was unable to provide the signed employment contracts.**

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#### Potential effects

There is a risk of incorrect terms or conditions being applied.

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#### Recommendation from last year

The Council should conduct a risk-based review of employment contracts to ensure signed copies are retained in personnel files.

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#### Management Response

Agreed. A new process has been implemented with a transactional record maintained of each new contract being produced, signed and returned. For new starters, any contract that has not been returned will be signed in person as part of employee induction process.

All but one of the cases identified in the audit are historical and therefore had not been collected as part of the new process. The one exception related to a contract for an existing employee who has recently moved onto new 'compressed hours' which did not have an impact in terms of pay or budget. Finance Services will continue to liaise with the Human Resources and Payroll teams to evaluate the extent of work required and the associated risks to the Council.

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# Appendix B: Draft management representation letter

## **TO BE PROVIDED ON CLIENT LETTERHEAD**

The client should provide this letter to us on client headed note paper, it should be signed by the Chief Financial Officer and dated as close to (but not after) the date of the audit report as possible.

Address to:

Gavin Barker

Audit Director

Forvis Mazars LLP

Dear Mr Barker

Broxtowe Borough Council - Audit for Period Ended 31 March 2025

This representation letter is provided in connection with your audit of the financial statements of the Council for the year ended 31 March 2025 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25 (the Code), and applicable law.

I confirm that the following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, inspection of supporting documentation) sufficient to satisfy myself that I can properly make each of the following representations to you.

### **My responsibility for the financial statements and accounting information**

I believe that I have fulfilled my responsibilities for the true and fair presentation and preparation of the financial statements in accordance with the Code, as amended by applicable law.

### **My responsibility to provide and disclose relevant information**

I have provided you with:

- access to all information of which I am aware that is relevant to the preparation of the financial statements such as records, documentation and other material;
- additional information that you have requested from us for the purpose of the audit; and
- unrestricted access to individuals within the Council team you determined it was necessary to contact in order to obtain audit evidence.

## Appendix B: Draft management representation letter

I confirm as Chief Financial Officer that I have taken all the necessary steps to make you aware of any relevant audit information and to establish that you, as auditors, are aware of this information.

As far as I am aware there is no relevant audit information of which you, as auditors, are unaware.

### **Accounting records**

I confirm that all transactions that have a material effect on the financial statements have been recorded in the accounting records and are reflected in the financial statements. All other records and related information, including minutes of all Council and committee meetings, have been made available to you.

### **Accounting policies**

I confirm that I have reviewed the accounting policies applied during the year in accordance with International Accounting Standard 8 and consider these policies to faithfully represent the effects of transactions, other events or conditions on the Council's financial position, financial performance and cash flows.

### **Accounting estimates, including those measured at current and fair value**

I confirm that the methods, significant assumptions and the data used by the Council in making the accounting estimates, including those measured at current and fair value, are appropriate to achieve recognition, measurement or disclosure that is in accordance with the applicable financial reporting framework.

I confirm:

- that the significant judgments made in making the accounting estimates have taken into account all relevant information of which management is aware;
- the consistency and appropriateness in the selection or application of the methods, assumptions and data used by management in making the accounting estimates;
- that the assumptions appropriately reflect management's intent and ability to carry out specific courses of action on behalf of the entity, when relevant to the accounting estimates and disclosures;
- that disclosures related to accounting estimates, including disclosures describing estimation uncertainty, are complete and are reasonable in the context of the applicable financial reporting framework;
- that appropriate specialised skills or expertise has been applied in making the accounting estimates; and
- that no subsequent event requires adjustment to the accounting estimates and related disclosures included in the financial statements.

# Appendix B: Draft management representation letter

## Contingencies

There are no material contingent losses including pending or potential litigation that should be accrued where:

- information presently available indicates that it is probable that an asset has been impaired or a liability had been incurred at the balance sheet date; and
- the amount of the loss can be reasonably estimated.

There are no material contingent losses that should be disclosed where, although either or both the conditions specified above are not met, there is a reasonable possibility that a loss, or a loss greater than that accrued, may have been incurred at the balance sheet date.

There are no contingent gains which should be disclosed.

All material matters, including unasserted claims, that may result in litigation against the Council have been brought to your attention. All known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the Code, as amended by applicable law.

## Laws and regulations

I confirm that I have disclosed to you all those events of which I am aware which involve known or suspected non-compliance with laws and regulations, together with the actual or contingent consequences which may arise therefrom.

The Council has complied with all aspects of contractual agreements that would have a material effect on the accounts in the event of non-compliance.

## Fraud and error

I acknowledge my responsibility as Chief Financial Officer for the design, implementation and maintenance of internal control to prevent and detect fraud and error and I believe I have appropriately fulfilled those responsibilities.

I have disclosed to you:

- all the results of my assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- all knowledge of fraud or suspected fraud affecting the Council involving:
  - management and those charged with governance;
  - employees who have significant roles in internal control; and
  - others where fraud could have a material effect on the financial statements.

## Appendix B: Draft management representation letter

I have disclosed to you all information in relation to any allegations of fraud, or suspected fraud, affecting the Council's financial statements communicated by employees, former employees, analysts, regulators or others.

### **Related party transactions**

I confirm that all related party relationships, transactions and balances, have been appropriately accounted for and disclosed in accordance with the requirements of the Code, as amended by applicable law.

I have disclosed to you the identity of the Council's related parties and all related party relationships and transactions of which I am aware.

### **Impairment review**

To the best of my knowledge, there is nothing to indicate that there is a permanent reduction in the recoverable amount of the property, plant and equipment assets and intangible assets below their carrying value at the balance sheet date. An impairment review is therefore not considered necessary.

### **Charges on assets**

All the Council's assets are free from any charges exercisable by third parties except as disclosed within the financial statements.

### **Future commitments**

The Council has no plans, intentions or commitments that may materially affect the carrying value or classification of assets and liabilities or give rise to additional liabilities.

### **Service Concession Arrangements**

I am not aware of any material contract variations, payment deductions or additional service charges in 2024/25 in relation to the Council's service concession arrangements that you have not been made aware of.

## Appendix B: Draft management representation letter

### **Subsequent events**

I confirm all events subsequent to the date of the financial statements and for which the Code, as amended by applicable law, require adjustment or disclosure have been adjusted or disclosed.

Should further material events occur after the date of this letter which may necessitate revision of the figures included in the financial statements or inclusion of a note thereto, I will advise you accordingly.

### **Impacts of Russian Forces entering Ukraine**

I confirm that I have carried out an assessment of the potential impact of Russian Forces entering Ukraine on the Council, including the impact of mitigation measures and uncertainties, and no disclosures are required in the financial statements.

### **Tariffs**

I confirm that I have carried out an assessment of the potential impact of changes in US trade policy in respect of tariffs, including the impact of reciprocal tariffs by other countries, including the impact of mitigation measures and uncertainties, and no disclosures are required in the financial statements.

### **Going concern**

To the best of my knowledge there is nothing to indicate that the Council will not continue as a going concern in the foreseeable future. The period to which I have paid particular attention in assessing the appropriateness of the going concern basis is not less than twelve months from the date of approval of the accounts.

### **Annual Governance Statement**

I am satisfied that the Annual Governance Statement (AGS) fairly reflects the Council's risk assurance and governance framework and I confirm that I am not aware of any significant risks that are not disclosed within the AGS.

### **Narrative Report**

The disclosures within the Narrative Report fairly reflect my understanding of the Council's financial and operating performance over the period covered by the financial statements.

## Appendix B: Draft management representation letter

### **Unadjusted misstatements [only include this section if applicable]**

We confirm that the effects of the uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to this letter as an Appendix.

### **Arrangements to achieve economy, effectiveness and efficiency in Use of Resources (Value for Money arrangements)**

I confirm that I have disclosed to you all findings and correspondence from regulators for previous and ongoing inspections of which I am aware. In addition, I have disclosed to you any other information that would be considered relevant to your work on value for money arrangements.

Yours faithfully

Martin Paine

Interim Deputy Chief Executive and Section 151 Officer

Date: To be confirmed [as close to the sign-off of the audit as possible]

# Appendix C: Draft audit report

## Independent auditor's report to the members of Broxtowe Borough Council

### Report on the audit of the financial statements

#### Opinion on the financial statements

We have audited the financial statements of Broxtowe Borough Council ('the Council') and its subsidiaries ('the Group') for the year ended 31 March 2025, which comprise the Council and Group Comprehensive Income and Expenditure Statement, the Council and Group Movement in Reserves Statement, the Council and Group Balance Sheet, the Council and Group Cash Flow Statement, Housing Revenue Account, Collection Fund and notes to the financial statements, including material accounting policy information.

The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25.

In our opinion, the financial statements:

- give a true and fair view of the financial position of the Council and Group as at 31st March 2025 and of the Council and Group's expenditure and income for the year then ended; and
- have been properly prepared in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the "Auditor's responsibilities for the audit of the financial statements" section of our report. We are independent of the Council in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Interim Deputy Chief Executive and Section 151 Officer's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, and taking into account the requirements of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Council's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Interim Deputy Chief Executive and Section 151 Officer with respect to going concern are described in the relevant sections of this report.

# Appendix C: Draft audit report

## Other information

The other information comprises the Annual Governance Statement and information included in the Statement of Accounts, other than the financial statements and our auditor's report thereon. The Interim Deputy Chief Executive and Section 151 Officer is responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## Responsibilities of the Interim Deputy Chief Executive and Section 151 Officer for the financial statements

As explained more fully in the Statement of Responsibilities, the Interim Deputy Chief Executive and Section 151 Officer is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25, and for being satisfied that they give a true and fair view. The Interim Deputy Chief Executive and Section 151 Officer is also responsible for such internal control as the Interim Deputy Chief Executive and Section 151 Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

The Interim Deputy Chief Executive and Section 151 Officer is required to comply with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2024/25 and prepare the financial statements on a going concern basis on the assumption that the functions of the Council will continue in operational existence for the foreseeable future. The Interim Deputy Chief Executive and Section 151 Officer is responsible for assessing each year whether or not it is appropriate for the Council to prepare its accounts on the going concern basis and disclosing, as applicable, matters related to going concern.

## Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

## Appendix C: Draft audit report

Based on our understanding of the Council, we considered that non-compliance with the following laws and regulations might have a material effect on the financial statements: data protection and information governance regulation, employment regulation, health and safety regulation, procurement regulation, anti-money laundering regulation, and anti-fraud and corruption and anti-bribery regulation.

To help us identify instances of non-compliance with these laws and regulations, and in identifying and assessing the risks of material misstatement in respect to non-compliance, our procedures included, but were not limited to:

- gaining an understanding of the legal and regulatory framework applicable to the Council, the environment in which it operates, and the structure of the Council, and considering the risk of acts by the Council which were contrary to the applicable laws and regulations, including fraud;
- inquiring with management and the Governance, Audit and Standards Committee, as to whether the Council is in compliance with laws and regulations, and discussing their policies and procedures regarding compliance with laws and regulations;
- inspecting correspondence, if any, with relevant licensing or regulatory authorities;
- reviewing relevant meeting minutes in the year;
- communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- considering the risk of acts by the Council which were contrary to applicable laws and regulations, including fraud.

We also considered those laws and regulations that have a direct effect on the preparation of the financial statements, such as the Local Government Act 2003 (and associated regulations made under section 21), the Local Government Finance Acts of 1988, 1992 and 2012, and the Accounts and Audit Regulations 2015.

In addition, we evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting manual journal entries to manipulate financial performance, management bias through judgements and assumptions in significant accounting estimates, in particular in relation to land and buildings valuations and pension disclosures, revenue recognition, and significant one-off or unusual transactions.

Our audit procedures in relation to fraud included but were not limited to:

- making enquiries of management, Internal Audit and the Governance, Audit and Standards Committee on whether they had knowledge of any actual, suspected or alleged fraud;
- gaining an understanding of the internal controls established to mitigate risks related to fraud;
- discussing amongst the engagement team the risks of fraud; and
- addressing the risks of fraud through management override of controls by performing journal entry testing.

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud, rests with both management and the Governance, Audit and Standards Committee.

As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.

# Appendix C: Draft audit report

We are also required to conclude on whether the Interim Deputy Chief Executive and Section 151 Officer's use of the going concern basis of accounting in the preparation of the financial statements is appropriate. We performed our work in accordance with Practice Note 10: Audit of financial statements and regularity of public sector bodies in the United Kingdom, (Revised 2024) and Supplementary Guidance Note 01, issued by the National Audit Office in November 2024.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## **Report on the Council's arrangements for securing economy, efficiency, and effectiveness in its use of resources**

### **Matter on which we are required to report by exception**

We are required to report to you if, in our view we are not satisfied that the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2025.

We have nothing to report in this respect.

### **Responsibilities of the Council**

The Council is responsible for putting in place proper arrangements to secure economy, efficiency, and effectiveness in its use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

### **Auditor's responsibilities for the review of arrangements for securing economy, efficiency, and effectiveness in the use of resources**

We are required under Section 20(1)(c) of the Local Audit and Accountability Act 2014 to satisfy ourselves that the Council has made proper arrangements for securing economy, efficiency, and effectiveness in its use of resources. We are not required to consider, nor have we considered, whether all aspects of the Council's arrangements for securing economy, efficiency, and effectiveness in its use of resources are operating effectively.

We have undertaken our work in accordance with the Code of Audit Practice, having regard to the guidance issued by the Comptroller and Auditor General in November 2024.

# Appendix C: Draft audit report

## **Matters on which we are required to report by exception under the Code of Audit Practice**

We are required by the Code of Audit Practice to report to you if:

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014;
- we make a recommendation under section 24 of the Local Audit and Accountability Act 2014; or
- we exercise any other special powers of the auditor under sections 28, 29 or 31 of the Local Audit and Accountability Act 2014.

We have nothing to report in these respects.

## **Use of the audit report**

This report is made solely to the members of Broxtowe Borough Council, as a body, in accordance with part 5 of the Local Audit and Accountability Act 2014 and as set out in paragraph 44 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. Our audit work has been undertaken so that we might state to the members of the Council those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members of the Council, as a body, for our audit work, for this report, or for the opinions we have formed.

## **Delay in certification of completion of the audit**

We cannot formally conclude the audit and issue an audit certificate until we have completed the work required in relation to consolidation returns and received confirmation from the NAO that the group audit of the Whole of Government Accounts has been completed and that no further work is required to be completed by us.

[Signature]

Gavin Barker, Key Audit Partner  
For and on behalf of Forvis Mazars LLP (Local Auditor)

The Corner  
Bank Chamber  
26 Mosley Street  
Newcastle upon Tyne  
NE1 1DF

[Date: To be confirmed]

## Appendix D: Confirmation of our independence

We communicate any matters which we believe may have a bearing on the independence or the objectivity of Forvis Mazars LLP and the audit team. As part of our ongoing risk assessment, we monitor our relationships with you to identify any new actual or perceived threats to our independence within the regulatory or professional requirements governing us as your auditors.

We confirm that no new threats to independence have been identified since issuing our Audit Strategy Memorandum and therefore we remain independent.

## Appendix E: Other communications

Other communication	Response
 <b>Compliance with Laws and Regulations</b>	<p>We have not identified any significant matters involving actual or suspected non-compliance with laws and regulations. We will obtain written representations from management that all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements have been disclosed.</p>
 <b>External confirmations</b>	<p>We did not experience any issues with respect to obtaining external confirmations.</p>
 <b>Related parties</b>	<p>We did not identify any significant matters relating to the audit of related parties.</p> <p>We will obtain written representations from management confirming that:</p> <ol style="list-style-type: none"> <li data-bbox="437 717 2475 745">they have disclosed to us the identity of related parties and all the related party relationships and transactions of which they are aware; and</li> <li data-bbox="437 750 2475 779">they have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of the applicable financial reporting framework.</li> </ol>
 <b>Going Concern</b>	<p>We have not identified any evidence to cause us to disagree with Chief Financial Officer that the Council will be a going concern, and therefore we have not identified any evidence to cause us to consider that the use of the going concern assumption in preparation of the financial statements is not appropriate.</p> <p>We will obtain written representations from management, confirming that all relevant information covering a period of at least 12 months from the date of approval of the financial statements has been taken into account in assessing the appropriateness of the going concern basis of preparation of the financial statements.</p>

## Appendix E: Other communications

Other communication	Response
 <b>Subsequent events</b>	<p>We are required to obtain evidence about whether events occurring between the date of the financial statements and the date of the auditor's report that require adjustment of, or disclosure in, the financial statements are appropriately reflected in those financial statements in accordance with the applicable financial reporting framework.</p> <p>We will obtain written representations from management that all events occurring subsequent to the date of the financial statements and for which the applicable financial reporting framework requires adjustment or disclosure have been adjusted or disclosed.</p>
 <b>Matters related to fraud</b>	<p>Our audit was designed to obtain reasonable assurance whether the financial statements as a whole are free from material misstatement due to fraud. Please refer to the section titled 'Fraud considerations' for our fraud considerations and conclusion.</p> <p>We will obtain written representations from management and, where appropriate, the Governance, Audit and Standards Committee, confirming that:</p> <ol style="list-style-type: none"> <li>they acknowledge their responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud;</li> <li>they have disclosed to the auditor the results of management's assessment of the risk that the financial statements may be materially misstated as a result of fraud;</li> <li>they have disclosed to the auditor their knowledge of fraud or suspected fraud affecting the entity involving:             <ol style="list-style-type: none"> <li>management;</li> <li>employees who have significant roles in internal control; or</li> <li>others where the fraud could have a material effect on the financial statements; and</li> </ol> </li> <li>they have disclosed to the auditor their knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.</li> </ol>

## Appendix E: Other communications

Other communication	Response
 <b>System of Quality Management</b>	<p>To address the requirements of ISQM (UK) 1, our firm's System of Quality Management team completes, as part of an ongoing and iterative process, a number of key steps to assess and conclude on our firm's System of Quality Management, including:</p> <ul style="list-style-type: none"><li>Ensuring there is an appropriate assignment of responsibilities under ISQM (UK) 1 and across Leadership</li><li>Establishing and reviewing quality objectives each year, ensuring ISQM (UK) 1 objectives align with our firm's strategies and priorities</li><li>Identifying, reviewing, and updating quality risks each quarter, taking into consideration a number of input sources (such as FRC / ICAEW review findings, internal monitoring findings, findings from our firm's root cause analysis and remediation functions, etc.)</li><li>Identifying, designing, and implementing responses as part of the process to strengthen our firm's internal control environment and overall quality</li><li>Evaluating responses and remediating control gaps or deficiencies</li></ul> <p>We perform an evaluation of our system of quality management on an annual basis. Our latest evaluation was performed as of 31 August 2024. Details of that assessment and our conclusion are set out in our 2023/2024 Transparency Report, which is available on our website <a href="#">here</a>.</p>

# Contact

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