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Dear Des

## Annual Audit Fee 2013/14

We are writing to confirm the audit work that we propose to undertake for the 2013/14 financial year at East Sussex Fire & Rescue Service. The fee reflects the risk-based approach to audit planning set out in the Code of Audit Practice and the work mandated by the Audit Commission for 2013/14. The audit fee covers the:

- ▶ Audit of the financial statements;
- ▶ Value for money conclusion; and
- ▶ Whole of Government accounts.

Our fee was set by the Audit Commission as part of the 5 year procurement exercise completed in 2012 and consequently is not liable to increase in that period without a change in scope. In its current fee consultation exercise the Audit Commission states that it does not plan to make any changes to the work programme for 2013/14 and proposes that scale audit fees are at the same level as the fees for 2012/13. The Audit Commission will publish the final work programme in April 2013. This has not yet been published. Should there be any changes to the indicative fee set out in this letter we will discuss the change with you and re- issue our fee letter.

### Indicative audit fee

For 2012/13 the Audit Commission has set the scale fee for each audited body. The 2013/14 scale fee is based on certain assumptions, including:

- ▶ The overall level of risk in relation to the audit of the financial statements is not significantly different from that of the prior year;
- ▶ We are able to place reliance on the work of internal audit to the maximum extent possible under auditing standards;
- ▶ The financial statements will be available to us in line with the agreed timetable;
- ▶ Working papers and records provided to us in support of the financial statements are of a good quality and are provided in line with our agreed timetable; and
- ▶ Prompt responses are provided to our draft reports.

Meeting these assumptions will help ensure the delivery of our audit at the indicative audit fee.

The indicative audit fee set out in the table below has initially been set at the scale fee level as the overall level of risk in relation to the audit of the financial statements is not significantly different from that of the prior year .

	Indicative fee 2013/14 £	Planned fee 2012/13 £	Actual fee 2011/12 £
Total Code audit fee	41,021	41,021	68,369

Any additional work that we may agree to undertake (outside of the Audit Code of Practice) will be separately negotiated and agreed with you in advance.

Our audit plan for the audit of the financial statements will be issued in May 2013. This will detail the significant financial statement risks identified, planned audit procedures to respond to those risks, and any changes in fee. It will also set out the risks identified in relation to the Value for Money conclusion. Should we need to make any significant amendments to the audit fee during the course of the audit, we will discuss this in the first instance with the Treasurer and, if necessary, prepare a report outlining the reasons for the fee change for discussion with the Audit and Governance Committee.

## Billing

The indicative audit fee will be billed quarterly in advance.

## Audit team

The key members of the audit team for 2013/14 are:

Paul King <b>Director</b>	<a href="mailto:PKing1@uk.ey.com">PKing1@uk.ey.com</a>	Office: 0118 928 1556 Ext 41556
Rose Coates <b>Manager</b>	<a href="mailto:RCoates@uk.ey.com">RCoates@uk.ey.com</a>	Mobile: 07810 152 333
Hannah Champion <b>Executive</b>	<a href="mailto:HChampion@uk.ey.com">HChampion@uk.ey.com</a>	Mobile: 07779 345 411

We are committed to providing you with a high quality service. If at any time you would like to discuss with us how our service to you could be improved, or if you are dissatisfied with the service you are receiving, please contact me. If you prefer an alternative route, please contact Steve Varley, our

Managing Partner, 1 More London Place, London, SE1 2AF. We undertake to look into any complaint carefully and promptly and to do all we can to explain the position to you. Should you remain dissatisfied with any aspect of our service, you may of course take matters up with our professional institute.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. King'.

Paul King  
Director  
Ernst & Young LLP

cc: Duncan Savage, Treasurer, East Sussex Fire Authority  
Cllr Sparks, Chair Scrutiny and Audit Panel