

# SHEPWAY DISTRICT COUNCIL

## AUDIT OF ACCOUNTS YEAR ENDED 31 MARCH 2017 NOTICE OF PUBLIC RIGHTS

### **Local Audit and Accountability Act 2014**

[http://www.legislation.gov.uk/ukpga/2014/2/pdfs/ukpga\\_20140002\\_en.pdf](http://www.legislation.gov.uk/ukpga/2014/2/pdfs/ukpga_20140002_en.pdf)

### **The Accounts and Audit Regulations 2015**

[http://www.legislation.gov.uk/uksi/2015/234/pdfs/uksi\\_20150234\\_en.pdf](http://www.legislation.gov.uk/uksi/2015/234/pdfs/uksi_20150234_en.pdf)

### **Local Audit (Public Access to Documents) Act 2017**

[http://www.legislation.gov.uk/ukpga/2017/25/pdfs/ukpga\\_20170025\\_en.pdf](http://www.legislation.gov.uk/ukpga/2017/25/pdfs/ukpga_20170025_en.pdf)

Notice is hereby given under Regulation 15(2)(b) of the Accounts and Audit Regulations 2015 that from 8 June 2017 to 19 July 2017 any persons interested or any journalist may, on request, inspect the accounting records for the financial year ended 31 March 2017 and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records and make copies of all or any part of those records or documents, as stipulated in Section 25 of the Local Audit and Accountability Act 2014.

The unaudited statement of accounts for 2016/17 and approved Annual Governance Statement are available to view at <https://www.shepway.gov.uk/statement-of-accounts>. The accounts may be subject to change pending the outcome of review by the appointed auditor.

During the above period, a local government elector for any area to which the accounts relate, or their representative, may question the auditor about the accounts, or make an objection to the accounts as set out in sections 26 and 27 of the Local Audit and Accountability Act 2014.

Any objection, and the grounds on which it is made, must be sent to the auditor in writing, with a copy to Timothy Madden, Corporate Director, Organisational Change at the address below. The objection must state the grounds on which it is being made and particulars of:

- i) any item of account which is alleged to be contrary to law; and
- ii) any matter in respect of which it is proposed that the auditor could make a public interest report under section 24 of, and paragraph 1 of Schedule 7 to, the Local Audit and Accountability Act 2014.

Objections should be addressed to the auditor, Elizabeth Jackson at Grant Thornton UK LLP, Grant Thornton House, Melton Street, Euston Square, London NW1 2EP.

Date: 7 June 2017

Timothy Madden, CPFA  
Corporate Director, Organisational Change,  
Shepway District Council,  
Civic Centre,  
Castle Hill Avenue,  
Folkestone, Kent  
CT20 2QY

# Shepway District Council

## Statement of Accounts 2016/17 – inspection requests

Local Audit and Accountability Act 2014

[http://www.legislation.gov.uk/ukpga/2014/2/pdfs/ukpga\\_20140002\\_en.pdf](http://www.legislation.gov.uk/ukpga/2014/2/pdfs/ukpga_20140002_en.pdf)

The Accounts and Audit Regulations 2015

[http://www.legislation.gov.uk/uksi/2015/234/pdfs/uksi\\_20150234\\_en.pdf](http://www.legislation.gov.uk/uksi/2015/234/pdfs/uksi_20150234_en.pdf)

Local Audit (Public Access to Documents) Act 2017

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A guide to public inspection can be found at:

<https://www.nao.org.uk/code-audit-practice/wp-content/uploads/sites/29/2015/03/Council-accounts-a-guide-to-your-rights.pdf>

Requests can be submitted online or in writing between 8 June and 19 July 2017

We aim to respond within 4 working days.

Requests that require us to assemble significant volumes of information may take longer.

A copy of the requested information will be provided by e-mail or in hard copy through the post.

There is a charge for producing a response in hard copy format.

Per A4 sheet (black & white): 12p

Per A4 sheet (colour): 15p

Per A3 sheet (black & white): 30p

Per A3 sheet (colour): 36p

Charge invoices will be issued with our response to your enquiry

There is no additional charge for providing an e-mail response to inspection requests.

Responses that exceed 20mb in size may not be suitable for emailing and will be posted to you instead.

There may be an additional charge if we have to create an electronic (PDF) version of original records that are not currently available in electronic format - £1 per sheet. This covers the costs of unbinding the original, scanning the pages, redacting the text (where appropriate) and producing the PDF version. Before producing a PDF, we will contact you with the option to visit the Civic Centre to view the original hard copy version instead.

## **An inspection request may be refused if:**

- It does not comply with the regulations and guidance on public inspection. A Freedom of Information Enquiry may be more appropriate [<https://www.shepway.gov.uk/your-council/council-information/request-council-information>]
- The information is already published on the council's website [<http://www.shepway.gov.uk/data-transparency>]
- It relates to information which is protected on the grounds of commercial confidentiality
- It requires disclosure of personal information that identifies a particular individual or enables a particular individual to be identified
- It requires us to assemble unreasonable volumes of information or create new records solely for the purpose of responding.

## **How to submit an inspection request**

Online [www.shepway.gov.uk/statement-of-accounts/inspection-requests](http://www.shepway.gov.uk/statement-of-accounts/inspection-requests)

or, In writing to:

Statement of Accounts 2016/17 – Public Inspection  
Shepway District Council,  
Floor 6, Civic Centre,  
Castle Hill Avenue,  
Folkestone, Kent  
CT20 2QY

Please include your name, correspondence address and details of your inspection request.