

**Audit Sub-Committee – Specific Audit Report Summary**

Type: System

**SUBJECT: Council Tax**

Date: May 2007

**Introduction**

The system is used to administer the Authority's billing and collection of Council Tax for the District of South Derbyshire. The Net annual charge for 2006/07 is 43.1M and the Authority has a target collection rate of 98%, after adjustments in the year.

**Scope and Coverage**

The audit review was undertaken using the systems-based auditing approach, identifying the system and controls, evaluating and testing in relation to the system objectives.

All documentation has been updated as appropriate. Findings, conclusions and recommendations have been discussed with management prior to being included in a formal report or memorandum.

The following areas were examined, Council Tax Base setting, opening Parish debits, collection rate monitoring, valuation, billing, amendments, reliefs, discounts, refunds, cash postings, ledger posting and reconciliations.

**Recommendations**

High/Significant risk recommendations – none

There were no other recommendations made

**System Control assessment**

The Council Tax function operates with a high level of internal control. Additional reconciliations recommended in last year's audit have been implemented. No major control weaknesses were identified during the audit.