

REPORT FROM: DIRECTOR OF RESOURCES

TO: ACCOUNTS AND AUDIT COMMITTEE

DATE: 30th September 2024

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LETTER OF REPRESENTATION 2022/23

PURPOSE OF REPORT

The purpose of this report is to inform the Accounts and Audit Committee of the requirement for the Director of Resources (as the Council's Section 151 Officer) to provide the External Auditors with a Letter of Representation in relation to the Council's Statement of Accounts for 2022/23.

RECOMMENDATIONS

- (1) a) The Accounts and Audit Committee formally acknowledges the requirement for the Director of Resources to provide the External Auditors with a Letter of Representation in relation to the Statement of Accounts for 2022/23, and that
b) the Chair of the Committee countersigns the letter accordingly.

REASONS FOR RECOMMENDATIONS

To comply with the requirement to provide a Letter of Representation.

ISSUE

1. To comply with relevant Auditing Standards, the Council's External Auditors require a 'Letter of Representation' from the person with specific responsibility for the financial statements which, in this Council is the Director of Resources (as the officer designated under Section 151 of the Local Government Act 1972). The purpose of the letter is to obtain written representations on matters where the Auditors are relying on the judgement of management rather than corroborative evidence.
2. It is also a requirement that the letter is formally acknowledged by the appropriate Committee of the Council in relation to our Statement of Accounts (i.e. this Committee as the committee charged with governance). Given its remit, the Committee is requested to formally acknowledge the Letter of Representation in relation to the Statement of Accounts for 2022/23 and agree that the Chairman of the Committee signs the letter accordingly.
3. The draft Letter of Representation for 2022/23 is provided at [Appendix A](#).

4. The letter reflects the position as at the time of writing this report. Should this position change in the period up to the Committee the draft letter may need to be amended.
5. The letter does refer (in paragraph xi) to an unadjusted misstatement as per the bullet point below. This relates to the decision not to amend the accounts to the value of £61k for the reversal of revalued asset depreciation. The decision not to adjust was due to the fact that the change was not material to the results of the Council and its financial position at the year-end. For clarity, materiality for the financial statements is set at £832k as per 7 of The Audit Finding Report.
 - ***We have considered the unadjusted misstatements schedule included in your Audit Findings Report. We have not adjusted the financial statements for these misstatements brought to our attention as they are immaterial to the results of the Council and its financial position at the year-end.***

IMPLICATIONS

Policy: There are no policy implications arising directly from the recommendations of this report.

Financial: There are no financial implications arising directly from the recommendations of this report.

Legal: There are no risk management implications arising from this report

Risk Management: There are no risk management implications arising from this report.

Health and Safety: There are no health and safety issues arising from this report.

Sustainability: There are no sustainability issues arising from this report.

Community Safety: There are no community safety issues arising from this report.

Equality and Diversity: There are no equality and diversity issues arising from this report.

APPENDICES

[Appendix A](#) – Letter of Representation 2022/23.

LIST OF BACKGROUND PAPERS