

Warwickshire Joint Audit and Standards Committee Report Summary

Meeting Date: 20th December 2021

Subject: 2020-21 Draft letters of representation

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Purpose of the Report:

The purpose of this report is to provide to the Joint Audit and Standards Committee the draft letters of representation, for Warwickshire PCC and Chief Constable. The timescales and progress on the 2020-21 accounts is very tight in relation to the timing of this JASC meeting, so they are provided as draft documents only, subject to the finalisation of the audit and a verbal update will be provided at the meeting.

Recommendation:

For the JASC to note the draft letters of representation and provide any feedback to the PCC and Chief Constable, prior to their sign off.

Background:

A management representation letter is a letter written by the external auditors, which is signed by the PCC and Chief Constable. The letter attests to the accuracy of the financial statements that have been submitted to the auditors for their analysis.

Executive summary

This committee undertakes its role in accordance with the latest CIPFA guidance on Audit Committees, and this guidance recommends the following regarding the audit committee's role in relation to the external audit process:

Monitoring the External Audit Process

1. Providing assurance that the external auditor team maintains independence following its appointment;
2. Receiving and considering the work of external audit, and
3. Supporting the quality and effectiveness of the external audit process

In order to fulfil this requirement, and also in terms of the Committees terms of reference, the JASC are requested to consider the draft Management Representation Letter as appended to this report and members are invited to raise

any specific issues with Grant Thornton regarding the external audit or contents of the letters of representation.

The draft letters of representation included on this agenda are draft at this stage, pending the finalisation of the audit. However, given the vast majority of the audit work has been undertaken, Grant Thornton are as confident as they can be that there will not be any need for non-standard representations, so there is minimal chance of them changing significantly, although this possibility does remain until all their work is concluded. A verbal update on the latest position will be provided to members at the meeting.