

**NON EXEMPT**

**HAVANT BOROUGH COUNCIL**

---

**Audit and Finance Committee**

**27<sup>th</sup> April 2022**

**STATEMENT OF ACCOUNTS 2020/21 AND LETTER OF REPRESENTATION – HAVANT BOROUGH COUNCIL**

**Chief Finance Officer**

**FOR DECISION**

**Portfolio: Portfolio Holder for Finance  
Cllr Inkster**

**Key Decision: No**

---

**1.0 Purpose of Report**

- 1.1. To present the audited Statement of Accounts 2020/21 for approval and signing.

**2.0 Recommendation**

- 2.1. That the Committee agree the Statement of Accounts for 2020/21, that the Chairman certifies the approval by signing the relevant page of the accounts and the Chief Finance Officer certify the approval of the Accounts by signing the relevant pages of the Accounts
- 2.2. That the Committee agree the Letter of Representation, and the Chairman of the Committee and Chief Finance Officer sign the letter.

**3.0 Executive Summary**

- 3.1. The Council is required to approve the audited Statement of Accounts for the financial year ending 31<sup>st</sup> March 2021.
- 3.2. The Council is also required to respond formally to the Audit Results Report as issued by the external auditors, this response is provided within the Letter of Representation.

## **4.0 Additional Budgetary Implications**

4.1. None

## **5.0 Background**

5.1. The Accounts and Audit Regulations 2015 require the Chief Finance Officer to first sign the accounts no later than the 31st July and certify that they present a true and fair view of the financial position of the Council at the end of the year to which it relates and its income and expenditure for that year. The Chief Finance Officer is required to recertify the presentation of the accounts for approval by the Audit and Finance Committee.

5.2. The accounts have been audited by Ernst & Young and their conclusions have been presented to the Committee. The Audit report outlines the findings of the audit and corrections which were required.

5.3. The Letter of Representation is the Council's formal response to the Audit Results report. It outlines how the Council has complied with its statutory duties.

5.4. The draft Letter of Representation is attached as Appendix B to this report.

## **6.0 Resource Implications**

6.1. Financial Implications - None

6.2. Human Resources Implications - None

## **7.0 Legal Implications**

7.1. If the Annual Audit Report and Statutory Accounts are not noted and agreed, the Council will not meet its statutory obligations to publish audited accounts.

## **8.0 Communication**

8.1. The Statutory Accounts and Annual Report will be made public on our website.

## **9.0 Appendices:**

Appendix A: Draft Statement of Accounts 2020/21

**Contact Officer:** Matthew Tiller  
**Job Title:** Deputy s151  
**Telephone:** 02392 446501  
**E-Mail:** [Matthew.Tiller@Havant.gov.uk](mailto:Matthew.Tiller@Havant.gov.uk)