



Supplement for

AUDIT AND GOVERNANCE COMMITTEE - THURSDAY, 25 APRIL 2024

Agenda No Item

Statement of Accounts and Audit Opinion 3 - 62

Purpose

To update the committee on the findings of the external audit of the 2022/23 financial year as the audit is concluded.

External audit expect to sign the accounts following this meeting, after the committee have had the opportunity to review the findings of their audit work.

Recommendations

That the Audit and Governance Committee resolves to:

- 1) Note the Audit Findings Report (Annex A) and extract from the revised 2022/23 Statement of Accounts (Annex B)
- 2) Recommend that the Statement of Accounts 2022/23 be approved.
- 3) Recommend that the Chair of the Audit and Governance Committee and Deputy Chief Executive and Section 151 Officer signs the Letter of Representation (Annex C)

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Agenda Item 7



COTSWOLD
DISTRICT COUNCIL

Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	AUDIT AND GOVERNANCE COMMITTEE – 25TH APRIL 2024
Subject	2022/23 STATEMENT OF ACCOUNTS AND AUDIT OPINION
Wards affected	ALL
Accountable member	Cllr Mike Evemy, Deputy Leader of the Council and Cabinet Member for Finance Email: mike.evemy@cotswold.gov.uk
Accountable officer	David Stanley, Deputy Chief Executive and Section 151 Officer Email: david.stanley@Cotswold.gov.uk
Report author	Michelle Burge, Chief Accountant Email: michelle.burge@publicagroup.uk
Summary/Purpose	To update the committee on the findings of the external audit of the 2022/23 financial year as the audit is concluded. External audit expect to sign the accounts following this meeting, after the committee have had the opportunity to review the findings of their audit work.
Annexes	Annex A – 2022/23 Audit Findings Report Annex B – Extract from revised 2022/23 Statement of Accounts Annex C – Letter of Representation 2022/23
Recommendation(s)	That the Audit and Governance Committee resolves to: <ol style="list-style-type: none">1. Note the Audit Findings Report (Annex A) and extract from the revised 2022/23 Statement of Accounts (Annex B)2. Recommend that the Statement of Accounts 2022/23 be approved.3. Recommend that the Chair of the Audit and Governance Committee and Deputy Chief Executive and Section 151 Officer signs the Letter of Representation (Annex C)
Corporate priorities	<ul style="list-style-type: none">• Delivering Good Services



Key Decision	NO
Exempt	NO
Consultees/ Consultation	Draft Accounts were available for public inspection between 9th October and 17 th November 2023. The accounts were also available on the Council website.



1. BACKGROUND

- 1.1** The Audit and Governance Committee is responsible for formally approving the audited Statement of Accounts on behalf of the Council. The committee considered the draft unaudited 2022/23 Statement of Accounts and Annual Governance Statement on the 18th October 2023.
- 1.2** Members will be aware of the wider delays with the audit of the accounts and receiving audit opinions across local government. Grant Thornton, the Council's external auditors undertook their audit of the 2022/23 Statement of Accounts between January and March 2024. The statutory deadline for completing the 2022/23 audit was the 30th September 2023.

2. MAIN POINTS

- 2.1** The audit is now substantially complete and subject to a small number of outstanding items being resolved, Grant Thornton anticipate issuing an unqualified audit opinion.
- 2.2** Attached to this report at Annex A is the 2022/23 Audit Findings Report for Cotswold District Council. The report details the work undertaken by Grant Thornton as part of their formal audit of the accounts. It outlines the key findings and matters arising from the statutory audit process.
- 2.3** Grant Thornton have not identified any material errors or adjustments to the financial statements. No adjustments have been identified that result in an adjustment to the Council's Comprehensive Income and Expenditure Statement. One error was identified and corrected in the Collection Fund, NNDR relief awarded was understated due to a transcription error (outlined by Grant Thornton within appendix A of their report). This had an impact on a number of disclosures within the statement of accounts but has no overall impact on the general fund, the Council's net assets or 2023/24 outturn position. A small number of other adjustments have been made to improve the presentation of the financial statements.
- 2.4** Annex B to this report includes extracts of the revised Statement of Accounts to highlight and explain the audit adjustments made to the primary statements.
- 2.5** There are three recommendations included in Appendix B of the Audit Findings Report (two Medium (limited impact on the financial statements) and one Low (best practice)). Management has provided responses as set out on pages 26.
- 2.6** Once approved, the full audited statements will be published on the Council's website and notice advertised of the completion of the audit.
- 2.7** Grant Thornton's work on the Value for Money (VFM) conclusion in respect of the Council's arrangements for the year ended 31 March 2023 is complete and was presented to the January 2024 Audit & Governance Committee. Grant Thornton was satisfied that the



Council had made proper arrangements in securing economy, efficiency, and effectiveness in its use of resources.

3. THE LETTER OF REPRESENTATION

- 3.1 To complete the audit process the Council is required to submit a letter of representation to Grant Thornton to complement the financial statements and to outline the areas considered in stating the financial statement give a 'true and fair view' in accordance with International Financing Reporting Standards and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23 and applicable law.
- 3.2 A draft copy of the letter included as Annex C to this report.
- 3.3 The Chairman of the Audit and Governance Committee and the Deputy Chief Executive and Section 151 Officer are asked to sign the Letter of Representation under recommendation (3) to this report. Grant Thornton is not able to issue their opinion on the accounts until the letter of representation has been received.

4. ALTERNATIVE OPTIONS

- 4.1 None

5. FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications arising from this report.

6. LEGAL IMPLICATIONS

- 6.1 The Council is required to approve the Statement of Accounts to comply with the Accounts and Audit Regulations 2015

7. RISK ASSESSMENT

- 7.1 If the Audit and Governance Committee do not approve the audited Statement of Accounts, the Council will not comply with the Accounts and Audit Regulations 2015.

8. EQUALITIES IMPACT

- 8.1 None

9. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

- 9.1 None

10. BACKGROUND PAPERS

- 10.1 None



(END)

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The Audit Findings for Cotswold District Council

Year ended 31 March 2023

23 April 2024



Contents



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This Audit Findings presents the observations arising from the audit that are significant to the responsibility of those charged with governance to oversee the financial reporting process, as required by International Standard on Auditing (UK) 260. Its contents have been discussed with management and will be presented to the Audit and Governance Committee on 25 April 2024.

Peter Barber
For Grant Thornton UK LLP
10 April 2024

The contents of this report relate only to the matters which have come to our attention, which we believe need to be reported to you as part of our audit planning process. It is not a comprehensive record of all the relevant matters, which may be subject to change, and in particular we cannot be held responsible to you for reporting all of the risks which may affect the Council or all weaknesses in your internal controls. This report has been prepared solely for your benefit and should not be quoted in whole or in part without our prior written consent. We do not accept any responsibility for any loss occasioned to any third party acting, or refraining from acting on the basis of the content of this report, as this report was not prepared for, nor intended for, any other purpose.

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1. Headlines

This table summarises the key findings and other matters arising from the statutory audit of Cotswold District Council ('the Council') for the year ended 31 March 2023 for the attention of those charged with governance.

Financial Statements

Under International Standards of Audit (UK) (ISAs) and the National Audit Office (NAO) Code of Audit Practice ('the Code'), we are required to report whether, in our opinion:

- The Council's financial statements give a true and fair view of the financial position of the Council and income and expenditure for the year; and
- have been properly prepared in accordance with the CIPFA/LASAAC code of practice on local authority accounting and prepared in accordance with the Local Audit and Accountability Act 2014.

We are also required to report whether other information published together with the audited financial statements (including the Annual Governance Statement (AGS) and Narrative Report), is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

We commenced our post-statements audit in December 2023 and as at 10 April 2024 our audit is approximately 95% complete. Our findings are summarised on pages 6 to 19.

Our work to date, has not identified any material errors or adjustments to the financial statements. No adjustments have been identified that have resulted in an adjustment to the Council's Comprehensive Income and Expenditure Statement reported outturn position.

We have recommended a small number of audit adjustments to improve the presentation of the financial statements as detailed in Appendix D. We have also raised recommendations for management as a result of our audit work in Appendix B. Our follow up of recommendations from the prior year's audit are detailed in Appendix C.

We commenced the 2022/23 post-statements audit late due to delays in the prior year. The audit this year has again been longer in duration than anticipated. Last year we reported that there were capacity issues within the finance team. For the 2022-23 audit further support below the S151 officer and Chief Accountant has been put into place, however, there have still been delays in providing audit evidence meaning that timely audit completion is compromised. Some of these delays were caused by the audit occurring at the same time as the 2024/25 budget setting process. We recommend that the Council further strengthens its finance capacity to enable it to commit sufficient time to all aspects of internal and external financial reporting. See page 27 for further detail.

Our work is substantially complete and there are no matters of which we are aware that would require modification of our audit opinion [Appendix G] or material changes to the financial statements.

Subject to completing a small number of minor audit procedures as set out on page 6 we anticipate issuing our audit opinion in April 2024.

We have concluded that the other information to be published with the financial statements, is consistent with our knowledge of your organisation and the financial statements we have audited.

Our anticipated financial statements audit report opinion will be unmodified. Our work on the Council's value for money (VFM) arrangements is complete and was presented to which was presented to the January 2024 Audit & Governance Committee. We have been able to satisfy ourselves that the Council has made proper arrangements in securing economy, efficiency and effectiveness in its use of resources.

1. Headlines

Value for Money (VFM) arrangements

Under the National Audit Office (NAO) Code of Audit Practice ('the Code'), we are required to consider whether the Council has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources. Auditors are required to report in more detail on the Council's overall arrangements, as well as key recommendations on any significant weaknesses in arrangements identified during the audit.

Auditors are required to report their commentary on the Council's arrangements under the following specified criteria:

- Improving economy, efficiency and effectiveness;
- Financial sustainability; and
- Governance

We have completed our VFM work, which is summarised on page 21, and our detailed commentary is set out in the separate Auditor's Annual Report, which was presented to the January 2024 Audit & Governance Committee. We are satisfied that the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

Statutory duties

The Local Audit and Accountability Act 2014 ('the Act') also requires us to:

- report to you if we have applied any of the additional powers and duties ascribed to us under the Act; and
- to certify the closure of the audit.

We have not exercised any of our additional statutory powers or duties. We have completed our work under the Code and will certify the completion of the audit when we give our audit opinion.

Acknowledgement

We would like to take this opportunity to record our appreciation for the assistance and timely collaboration provided by the finance team and other staff during the course of our audit. This is our final year of auditing the Council and we would like to place on record our appreciation of this cooperation throughout

1. Headlines

National context – audit backlog

Nationally there have been significant delays in the completion of audit work and the issuing of audit opinions across the local government sector. Only 1% (5 of 467) of local government bodies had received audit opinions in time to publish their 2022/23 accounts by the deadline of 30 September 2023. We at Grant Thornton have a strong desire and a firm commitment to complete as many audits as soon as possible and to address the backlog of unsigned opinions.

Over the course of the last year, Grant Thornton has been working constructively with DLUHC, the FRC and the other audit firms to identify ways of rectifying the challenges which have been faced by our sector, and we recognise the difficulties these backlogs have caused authorities across the country. We have also published a report setting out our consideration of the issues behind the delays and our thoughts on how these could be mitigated. Please see [About time? \(grantthornton.co.uk\)](https://www.grantthornton.co.uk/about-time/)

We would like to thank everyone at the Council for their support in working with us to ensure information was provided in a timely way to ensure we did not fall behind and enable us to issue a timely audit opinion.

National context – level of borrowing

All Councils are operating in an increasingly challenging national context. With inflationary pressures placing increasing demands on Council budgets, there are concerns as Councils look to alternative ways to generate income. We have seen an increasing number of councils look to ways of utilising investment property portfolios as sources of recurrent income. Whilst there have been some successful ventures and some prudently funded by councils' existing resources, we have also seen some councils take excessive risks by borrowing sums well in excess of their revenue budgets to finance these investment schemes.

The impact of these huge debts on Councils, the risk of potential bad debt write offs and the implications of the poor governance behind some of these decisions are all issues which now have to be considered by auditors across local authority audits.

2. Financial Statements

Overview of the scope of our audit

This Audit Findings Report presents the observations arising from the audit that are significant to the responsibility of those charged with governance to oversee the financial reporting process, as required by International Standard on Auditing (UK) 260 and the Code of Audit Practice ('the Code'). Its contents will be discussed with management and the Audit and Governance Committee.

As auditor we are responsible for performing the audit, in accordance with International Standards on Auditing (UK) and the Code, which is directed towards forming and expressing an opinion on the financial statements that have been prepared by management with the oversight of those charged with governance. The audit of the financial statements does not relieve management or those charged with governance of their responsibilities for the preparation of the financial statements.

Audit approach

Our audit approach was based on a thorough understanding of the Council's business and is risk based, and in particular included:

- An evaluation of the Council's internal controls environment, including its IT systems and controls;
- Substantive testing on significant transactions and material account balances, including the procedures outlined in this report in relation to the key audit risks
- There have been no changes to our proposed approach set out in our audit plan.

Conclusion

We have substantially completed our audit of your financial statements and subject to outstanding queries being resolved, we anticipate issuing an unqualified audit opinion following the Audit and Governance Committee meeting on 25 April 2024. These outstanding items include:

- completion of final quality reviews of our audit file and satisfactory conclusion of any resultant queries;
- receipt of management representation letter; and
- review of the final set of signed financial statements.

2. Financial Statements



Our approach to materiality

The concept of materiality is fundamental to the preparation of the financial statements and the audit process and applies not only to the monetary misstatements but also to disclosure requirements and adherence to acceptable accounting practice and applicable law.

Materiality levels remain the same as reported in our audit plan.

	Council Amount (£)
Materiality for the financial statements	£850,000
Performance materiality	£640,000
Trivial matters	£40,000



2. Financial Statements: Significant risks

Significant risks are defined by ISAs (UK) as risks that, in the judgement of the auditor, require special audit consideration. In identifying risks, audit teams consider the nature of the risk, the potential magnitude of misstatement, and its likelihood. Significant risks are those risks that have a higher risk of material misstatement.

This section provides commentary on the significant audit risks communicated in the Audit Plan.

Risks identified in our Audit Plan	Commentary
Management over-ride of controls	<p>We have:</p> <ul style="list-style-type: none"> • evaluated the design and implementation of management controls over journals • analysed the journals listing and determined the criteria for selecting high risk unusual journals • identified and tested unusual journals made during the year and the accounts production stage for appropriateness and corroboration • gained an understanding of the accounting estimates and critical judgements applied by management and considered their reasonableness <p>Our audit work including our review of journal entries and the related control environment has not identified any significant issues with regard to management override of controls. For all journals reviewed we concluded that they were appropriate transactions and has not identified any issues in respect of management override of controls.</p> <p>Our work has identified that there is no preventative controls in place around journals authorisation. All journals can be posted and authorised by the same person. A monthly retrospective review of journals occurs by the Chief Accountant. This is still the case for 2022/23.</p>
The revenue cycle includes fraudulent transactions (rebutted)	<p>We have:</p> <p>It was reported in our audit plan that we had determined there was no significant risk of material misstatement relating to the revenue recognition.</p> <p>We consider our rebuttal of revenue recognition to remain appropriate.</p>
The expenditure cycle includes fraudulent transactions (rebutted)	<p>We have:</p> <p>It was reported in our audit plan that we had determined there was no significant risk of material misstatement relating to the expenditure recognition.</p> <p>We consider our rebuttal of expenditure recognition to remain appropriate.</p>

2. Financial Statements: Significant risks

Risks identified in our Audit Plan	Commentary
Valuation of land and buildings	<p>We have:</p> <ul style="list-style-type: none"> evaluated management's processes and assumptions for the calculation of the estimate, the instructions issued to valuation experts and the scope of their work; evaluated the competence, capabilities and objectivity of the valuation expert; written to the valuer to confirm the basis on which the valuation was carried out; challenged the information and assumptions used by the valuer to assess completeness and consistency with our understanding, the Council's valuer's report and the assumptions that underpin the valuation; and tested, on a sample basis, revaluations made during the year to see if they had been input correctly into the Council's asset register. <p>Our work in this area is complete and has not identified any concerns over the material accuracy of disclosure in respect of land and buildings.</p> <p>We have found one unadjusted misstatement as detailed at Appendix D.</p>
Valuation of Investment Property	<p>We have:</p> <ul style="list-style-type: none"> evaluated management's processes and assumptions for the calculation of the estimate, the instructions issued to valuation experts and the scope of their work; evaluated the competence, capabilities and objectivity of the valuation expert; written to the valuer to confirm the basis on which the valuation was carried out; challenged the information and assumptions used by the valuer to assess completeness and consistency with our understanding, the Council's valuer's report and the assumptions that underpin the valuation; and tested, on a sample basis, revaluations made during the year to see if they had been input correctly into the Council's asset register. <p>Our work in this area is complete and has not identified any concerns over the material accuracy of disclosure in respect of investment properties.</p> <p>We have raised one recommendation as detailed at Appendix B.</p>

2. Financial Statements: Significant risks

Risks identified in our Audit Plan

Valuation of pension fund net liability

The Council's pension fund net liability, as reflected in its balance sheet as the net defined benefit liability, represents a significant estimate in the financial statements.

The pension fund net liability is considered a significant estimate due to the size of the numbers involved (£7.2m in the Council's balance sheet) and the sensitivity of the estimate to changes in key assumptions.

The methods applied in the calculation of the IAS 19 estimates are routine and commonly applied by all actuarial firms in line with the requirements set out in the Code of practice for local government accounting (the applicable financial reporting framework). We have therefore concluded that there is not a significant risk of material misstatement in the IAS 19 estimate due to the methods and models used in their calculation.

The source data used by the actuaries to produce the IAS 19 estimates is provided by administering authorities and employers. We do not consider this to be a significant risk as this is easily verifiable.

The actuarial assumptions used are the responsibility of the entity but should be set on the advice given by the actuary.

A small change in the key assumptions (discount rate, inflation rate, salary increase and life expectancy) can have a significant impact on the estimated IAS 19 liability. In particular the discount and inflation rates. We have therefore concluded that there is a significant risk of material misstatement in the IAS 19 estimate due to the assumptions used in their calculation. With regard to these assumptions we have therefore identified valuation of the Council's pension fund net liability as a significant risk.

Commentary

We have:

- updated our understanding of the processes and controls put in place by management to ensure that the pension fund net liability is not materially misstated and evaluate the design of the associated controls;
- evaluated the instructions issued by management to their management expert (Hymans Robertson "the actuary") for this estimate and the scope of the actuary's work;
- assessed the competence, capabilities and objectivity of the actuary who carried out the pension fund valuation;
- assessed the accuracy and completeness of the information provided by the to the actuary to estimate the liability;
- tested the consistency of the pension fund asset and liability and disclosures in the notes to the core financial statements with the actuarial reports; and
- undertaken procedures to confirm the reasonableness of the actuarial assumptions made by reviewing the report of the consulting actuary (as auditor's expert) and performing any additional procedures suggested within the report.

Our work in this area is complete and has not identified any issues in respect of valuation of the pension fund liability.

2. Financial Statements: key judgements and estimates

This section provides commentary on key estimates and judgements in line with the enhanced requirements for auditors.

Significant judgement or estimate	Summary of management's approach	Audit Comments	Assessment
Land and Building valuations – £55.6m	<p>Other land and buildings comprises £24.8m of specialised assets such as leisure centres, which are required to be valued at depreciated replacement cost (DRC) at year end, reflecting the cost of a modern equivalent asset necessary to deliver the same service provision. The remainder of other land and buildings (£30.8m) are not specialised in nature and are required to be valued at existing use in value (EUV) at year end. The Council has engaged an internal valuer and its in house valuer to complete the valuation of properties as at 31 March 2023 on a five yearly cyclical basis. 72% of total assets were revalued during 2022/23.</p> <p>Management have considered the year end value of non-valued properties/ and the potential valuation change in the assets revalued at 31 March 2023.</p> <p>The total year end valuation of land and buildings was £55.6m, a net decrease of £0.9m from 2021/22 (£54.7m).</p>	<p>We have carried out the following work in relation to this estimate in line with the revised ISA540 requirements:</p> <ul style="list-style-type: none"> • assessment of management's expert to ensure suitably qualified and independent; • assessed the completeness and accuracy of the underlying information used to determine the estimate; • assessed the appropriateness of any alternative site assumptions; • assessed the consistency of estimate against market data; and • assessed the adequacy of disclosure of estimate in the financial statements. 	Light Purple

Assessment

- [Dark Purple] We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
- [Blue] We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- [Grey] We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- [Light Purple] We consider management's process is appropriate and key assumptions are neither optimistic or cautious

2. Financial Statements: key judgements and estimates

Significant judgement or estimate	Summary of management's approach	Audit Comments	Assessment
Investment Property Valuation - £5.4m	<p>The Council has engaged valuer to complete the valuation of properties as at 31 March 2023. In line with the code requirements of all investment properties being valued annually.</p> <p>The total year end valuation of investment property was £5.4m, a net decrease of £0.5m from 2021/22 (£5.9m).</p>	<p>We have carried out the following work in relation to this estimate:</p> <ul style="list-style-type: none"> • assessment of management's expert to ensure suitably qualified and independent; • assessed the completeness and accuracy of the underlying information used to determine the estimate; • assessed the appropriateness of any alternative site assumptions; • assessed the consistency of estimate against market data; and • assessed the adequacy of disclosure of estimate in the financial statements. 	Light Purple

Assessment

- [Dark Purple] We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
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2. Financial Statements: key judgements and estimates









Significant judgement or estimate	Summary of management's approach	Audit Comments	Assessment																							
Net pension liability – £7.2m	<p>The Council's net pension liability at 31 March 2023 is £7.2m (PY £37.9m) comprising the Gloucestershire Pension Fund Local Government funded defined benefit pension scheme. The Council uses Hymans Robertson to provide actuarial valuations of the Council's assets and liabilities derived from this scheme. A full actuarial valuation is required every three years.</p> <p>The latest full actuarial valuation was completed in 2022. Given the significant value of the net pension fund liability (surplus), small changes in assumptions can result in significant valuation movements. There has been a £30.2m net actuarial gain during 2022/23.</p>	<p>In assessing the estimate, we have considered the following:</p> <ul style="list-style-type: none"> assessed management's expert to ensure they are suitably qualified and independent; assessed the actuary's approach to confirm reasonableness of approach; used an auditor's expert (PwC) to assess the methods and assumptions used by management's actuary (see table below for consideration of assumptions); gained assurance over the completeness and accuracy of the underlying information used to determine the estimate; assessed the impact of any changes to valuation method; assessed the reasonableness of decrease in estimate; and assessed the adequacy of disclosure of estimate in the financial statements. 	Light Purple																							
		<table border="1"> <thead> <tr> <th>Assumption</th> <th>Actuary Value</th> <th>PwC range</th> <th>Assessment</th> </tr> </thead> <tbody> <tr> <td>Discount rate</td> <td>4.75%</td> <td>4.75%</td> <td>●</td> </tr> <tr> <td>Pension increase rate</td> <td>3%</td> <td>2.95%- 3%</td> <td>●</td> </tr> <tr> <td>Salary growth</td> <td>3.50%</td> <td>2.95% - 4%</td> <td>●</td> </tr> <tr> <td>Life expectancy – Males currently aged 45/65</td> <td>Pensioners: 21.8 Non Pensioners: 23.1</td> <td rowspan="2">Figures within the IAS19 results schedule show individual employer level life Expectancies. This is deemed as reasonable.</td> <td>●</td> </tr> <tr> <td>Life expectancy – Females currently aged 45/65</td> <td>Pensioners: 22.9 Non Pensioners: 24.4</td> <td>●</td> </tr> </tbody> </table>	Assumption	Actuary Value	PwC range	Assessment	Discount rate	4.75%	4.75%	●	Pension increase rate	3%	2.95%- 3%	●	Salary growth	3.50%	2.95% - 4%	●	Life expectancy – Males currently aged 45/65	Pensioners: 21.8 Non Pensioners: 23.1	Figures within the IAS19 results schedule show individual employer level life Expectancies. This is deemed as reasonable.	●	Life expectancy – Females currently aged 45/65	Pensioners: 22.9 Non Pensioners: 24.4	●	
Assumption	Actuary Value	PwC range	Assessment																							
Discount rate	4.75%	4.75%	●																							
Pension increase rate	3%	2.95%- 3%	●																							
Salary growth	3.50%	2.95% - 4%	●																							
Life expectancy – Males currently aged 45/65	Pensioners: 21.8 Non Pensioners: 23.1	Figures within the IAS19 results schedule show individual employer level life Expectancies. This is deemed as reasonable.	●																							
Life expectancy – Females currently aged 45/65	Pensioners: 22.9 Non Pensioners: 24.4		●																							

Assessment





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- [Blue] We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- [Grey] We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- [Light Purple] We consider management's process is appropriate and key assumptions are neither optimistic or cautious

2. Financial Statements: Information Technology

This section provides an overview of results from our assessment of Information Technology (IT) environment and controls which included identifying risks from the use of IT related to business process controls relevant to the financial audit.

IT application	Level of assessment performed	Overall ITGC rating	ITGC control area rating			Related significant risks/other risks
			Security management	Technology acquisition, development and maintenance	Technology infrastructure	
Agresso	ITGC assessment (design and implementation effectiveness only)					Management override of controls (journals)
Civica	ITGC assessment (design, implementation and operating effectiveness)					Revenues (Council tax and business rates) and Housing benefits

Assessment

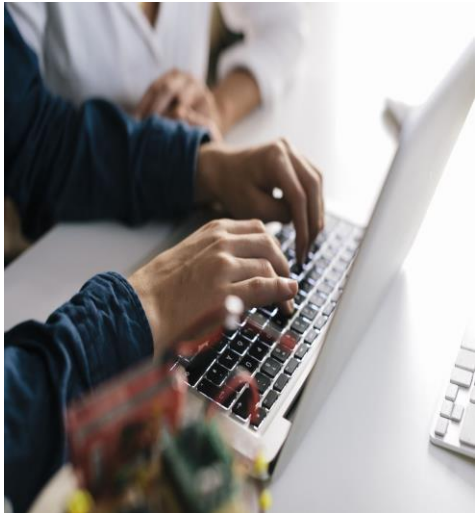
-  Significant deficiencies identified in IT controls relevant to the audit of financial statements
-  Non-significant deficiencies identified in IT controls relevant to the audit of financial statements/significant deficiencies identified but with sufficient mitigation of relevant risk
-  IT controls relevant to the audit of financial statements judged to be effective at the level of testing in scope
-  Not in scope for testing

2. Financial Statements: other communication requirements

We set out below details of other matters which we, as auditors, are required by auditing standards and the Code to communicate to those charged with governance.

Issue	Commentary
Matters in relation to fraud	We have previously discussed the risk of fraud with the Audit and Governance Committee. We have not been made aware of any other incidents in the period and no other issues have been identified during the course of our audit procedures.
Matters in relation to related parties	We are not aware of any related parties or related party transactions which have not been disclosed.
Matters in relation to laws and regulations	You have not made us aware of any significant incidences of non-compliance with relevant laws and regulations and we have not identified any incidences from our audit work.
Written representations	A letter of representation has been requested from the Council.

2. Financial Statements: other communication requirements



Issue	Commentary
Confirmation requests from third parties	We requested from management permission to send confirmation requests to Cotswold District Councils bank and related investment and borrowing entities. This permission was granted and the requests were sent. We have received positive confirmations back.
Accounting practices	We have evaluated the appropriateness of the Council's accounting policies, accounting estimates and financial statement disclosures. Our review found no material omissions in the financial statements.
Audit evidence and explanations/significant difficulties	We did not identify any significant difficulties during the audit.

2. Financial Statements: other communication requirements



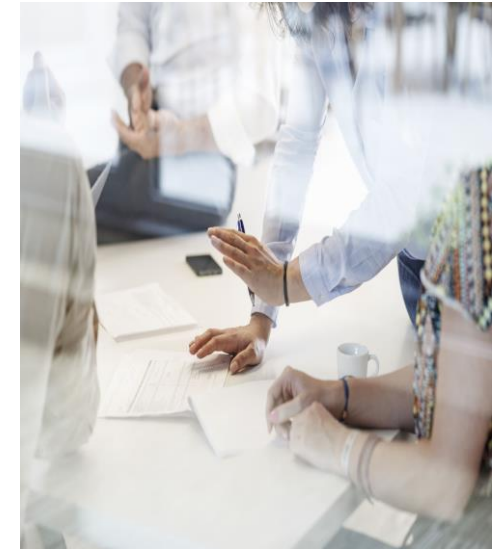
Our responsibility

As auditors, we are required to “obtain sufficient appropriate audit evidence about the appropriateness of management's use of the going concern assumption in the preparation and presentation of the financial statements and to conclude whether there is a material uncertainty about the entity's ability to continue as a going concern” (ISA (UK) 570).

Issue	Commentary
Going concern	<p>In performing our work on going concern, we have had reference to Statement of Recommended Practice – Practice Note 10: Audit of financial statements of public sector bodies in the United Kingdom (Revised 2020). The Financial Reporting Council recognises that for particular sectors, it may be necessary to clarify how auditing standards are applied to an entity in a manner that is relevant and provides useful information to the users of financial statements in that sector. Practice Note 10 provides that clarification for audits of public sector bodies.</p> <p>Practice Note 10 sets out the following key principles for the consideration of going concern for public sector entities:</p> <ul style="list-style-type: none"> the use of the going concern basis of accounting is not a matter of significant focus of the auditor's time and resources because the applicable financial reporting frameworks envisage that the going concern basis for accounting will apply where the entity's services will continue to be delivered by the public sector. In such cases, a material uncertainty related to going concern is unlikely to exist, and so a straightforward and standardised approach for the consideration of going concern will often be appropriate for public sector entities for many public sector entities, the financial sustainability of the reporting entity and the services it provides is more likely to be of significant public interest than the application of the going concern basis of accounting. Our consideration of the Council's financial sustainability is addressed by our value for money work, which is covered elsewhere in this report. <p>Practice Note 10 states that if the financial reporting framework provides for the adoption of the going concern basis of accounting on the basis of the anticipated continuation of the provision of a service in the future, the auditor applies the continued provision of service approach set out in Practice Note 10. The financial reporting framework adopted by the Council meets this criteria, and so we have applied the continued provision of service approach. In doing so, we have considered and evaluated:</p> <ul style="list-style-type: none"> the nature of the Council and the environment in which it operates the Council's financial reporting framework the Council's system of internal control for identifying events or conditions relevant to going concern management's going concern assessment. <p>On the basis of this work, we have obtained sufficient appropriate audit evidence to enable us to conclude that:</p> <ul style="list-style-type: none"> a material uncertainty related to going concern has not been identified management's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

2. Financial Statements: other responsibilities under the Code

Issue	Commentary
Other information	<p>We are required to give an opinion on whether the other information published together with the audited financial statements including the Annual Governance Statement and Narrative Report is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.</p> <p>No inconsistencies have been identified. We plan to issue an unmodified opinion in this respect – refer to Appendix G.</p>
Matters on which we report by exception	<p>We are required to report on a number of matters by exception in a number of areas:</p> <ul style="list-style-type: none"> • if the Annual Governance Statement does not comply with disclosure requirements set out in CIPFA/SOLACE guidance or is misleading or inconsistent with the information of which we are aware from our audit, • if we have applied any of our statutory powers or duties. • where we are not satisfied in respect of arrangements to secure value for money and have reported [a] significant weakness/es. <p>We have nothing to report on these matters.</p>



2. Financial Statements: other responsibilities under the Code

Issue	Commentary
Specified procedures for Whole of Government Accounts	We are required to carry out specified procedures (on behalf of the NAO) on the Whole of Government Accounts (WGA) consolidation pack under WGA group audit instructions. Note that work is not required as the Council does not exceed the threshold.
Certification of the closure of the audit	We intend to certify the closure of the 2022/23 audit of Cotswold District Council in the audit report, as detailed in Appendix G.

3. Value for Money arrangements (VFM)

Approach to Value for Money work for 2022/23

The National Audit Office issued its guidance for auditors in April 2020. The Code requires auditors to consider whether the body has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

When reporting on these arrangements, the Code requires auditors to structure their commentary on arrangements under the three specified reporting criteria.



Improving economy, efficiency and effectiveness

Arrangements for improving the way the body delivers its services. This includes arrangements for understanding costs and delivering efficiencies and improving outcomes for service users.



Financial Sustainability

Arrangements for ensuring the body can continue to deliver services. This includes planning resources to ensure adequate finances and maintain sustainable levels of spending over the medium term (3-5 years)



Governance

Arrangements for ensuring that the body makes appropriate decisions in the right way. This includes arrangements for budget setting and management, risk management, and ensuring the body makes decisions based on appropriate information

Potential types of recommendations

A range of different recommendations could be made following the completion of work on the body's arrangements to secure economy, efficiency and effectiveness in its use of resources, which are as follows:



Statutory recommendation

Written recommendations to the body under Section 24 (Schedule 7) of the Local Audit and Accountability Act 2014. A recommendation under schedule 7 requires the body to discuss and respond publicly to the report.



Key recommendation

The Code of Audit Practice requires that where auditors identify significant weaknesses in arrangements to secure value for money they should make recommendations setting out the actions that should be taken by the body. We have defined these recommendations as 'key recommendations'.



Improvement recommendation

These recommendations, if implemented should improve the arrangements in place at the body, but are not made as a result of identifying significant weaknesses in the body's arrangements

Conclusions

We have completed our VFM work and our detailed commentary is set out in the separate Auditor's Annual Report, which was taken to the January Audit & Governance Committee. No significant weaknesses in arrangements have been identified.

3. VFM: our procedures and conclusions

We have completed our VFM work and our detailed commentary is set out in the separate Auditor's Annual Report presented to Audit & Governance Committee in January 2024.

As part of our work, we considered whether there were any risks of significant weakness in the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources. The risks we identified are detailed in the table below, along with our overall conclusions. We are satisfied that the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

Criteria	2022/23 Risk assessment	2022/23 Auditor judgement on arrangements
Financial sustainability	No risks of significant weakness identified.	A No significant weaknesses in arrangements identified, but two improvement recommendation made to support the Council in improving arrangements for Financial sustainability.
Governance	No risks of significant weakness identified.	A No significant weaknesses in arrangements identified, but two improvement recommendation made to support the Council in improving governance arrangements.
Improving economy, efficiency and effectiveness	No risks of significant weakness identified.	A No significant weaknesses in arrangements identified, but three improvement recommendation made to support the Council in improving arrangements for securing economy, efficiency and effectiveness.

- G** No significant weaknesses in arrangements identified or improvement recommendation made.
- A** No significant weaknesses in arrangements identified, but improvement recommendations made.
- R** Significant weaknesses in arrangements identified and key recommendations made.

5. Independence and ethics

We confirm that there are no significant facts or matters that impact on our independence as auditors that we are required or wish to draw to your attention and consider that an objective reasonable and informed third party would take the same view. We have complied with the Financial Reporting Council's Ethical Standard and confirm that we, as a firm, and each covered person, are independent and are able to express an objective opinion on the financial statements.

We confirm that we have implemented policies and procedures to meet the requirements of the Financial Reporting Council's Ethical Standard and we as a firm, and each covered person, confirm that we are independent and are able to express an objective opinion on the financial statements.

Further, we have complied with the requirements of the National Audit Office's Auditor Guidance Note 01 issued in May 2020 which sets out supplementary guidance on ethical requirements for auditors of local public bodies.

Details of fees charged are detailed in Appendix F.

Transparency

Grant Thornton publishes an annual Transparency Report, which sets out details of the action we have taken over the past year to improve audit quality as well as the results of internal and external quality inspections. For more details see [Grant Thornton International Transparency report 2023](#).

Audit and non-audit services

We do not provide any other audit or non-audit services.

5. Independence and ethics

As part of our assessment of our independence we note the following matters:

Matter	Conclusion
Relationships with Grant Thornton	We are not aware of any relationships between Grant Thornton and the Council that may reasonably be thought to bear on our integrity, independence and objectivity
Relationships and Investments held by individuals	We have not identified any potential issues in respect of personal relationships with the Council or investments in the Council held by individuals
Employment of Grant Thornton staff	We are not aware of any former Grant Thornton partners or staff being employed, or holding discussions in respect of employment, by the Council as a director or in a senior management role covering financial, accounting or control related areas.
Business relationships	We have not identified any business relationships between Grant Thornton and the Council
Contingent fees in relation to non-audit services	No contingent fee arrangements are in place for non-audit services provided
Gifts and hospitality	We have not identified any gifts or hospitality provided to, or received from, a member of the Council's board, senior management or staff.

We confirm that there are no significant facts or matters that impact on our independence as auditors that we are required or wish to draw to your attention and consider that an objective reasonable and informed third party would take the same view. The firm and each covered person and network firms have complied with the Financial Reporting Council's Ethical Standard and confirm that we are independent and are able to express an objective opinion on the financial statements

Appendices

- A. Communication of audit matters to those charged with governance
- B. Action plan – Audit of Financial Statements
- C. Follow up of prior year recommendations
- D. Audit Adjustments
- E. Fees and non-audit services
- F. Auditing developments
- G. Management Letter of Representation
- H. Audit opinion
- I. Audit letter in respect of delayed VFM work

A. Communication of audit matters to those charged with governance

Our communication plan	Audit Plan	Audit Findings
Respective responsibilities of auditor and management/those charged with governance	•	
Overview of the planned scope and timing of the audit, form, timing and expected general content of communications including significant risks	•	
Confirmation of independence and objectivity	•	•
A statement that we have complied with relevant ethical requirements regarding independence. Relationships and other matters which might be thought to bear on independence. Details of non-audit work performed by Grant Thornton UK LLP and network firms, together with fees charged. Details of safeguards applied to threats to independence	•	•
Significant findings from the audit		•
Significant matters and issue arising during the audit and written representations that have been sought		•
Significant difficulties encountered during the audit		•
Significant deficiencies in internal control identified during the audit		•
Significant matters arising in connection with related parties		•
Identification or suspicion of fraud involving management and/or which results in material misstatement of the financial statements		•
Non-compliance with laws and regulations		•
Unadjusted misstatements and material disclosure omissions		•
Expected modifications to the auditor's report, or emphasis of matter		•

ISA (UK) 260, as well as other ISAs (UK), prescribe matters which we are required to communicate with those charged with governance, and which we set out in the table here.

This document, the Audit Findings, outlines those key issues, findings and other matters arising from the audit, which we consider should be communicated in writing rather than orally, together with an explanation as to how these have been resolved.

Respective responsibilities

As auditor we are responsible for performing the audit in accordance with ISAs (UK), which is directed towards forming and expressing an opinion on the financial statements that have been prepared by management with the oversight of those charged with governance.

The audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

Distribution of this Audit Findings report

Whilst we seek to ensure our audit findings are distributed to those individuals charged with governance, we are also required to distribute our findings to those members of senior management with significant operational and strategic responsibilities. We are grateful for your specific consideration and onward distribution of our report to all those charged with governance.

B. Action Plan – Audit of Financial Statements

We have identified 3 recommendations for the Council as a result of issues identified during the course of our audit. We have agreed our recommendations with management. The matters reported here are limited to those deficiencies that we have identified during the course of our audit and that we have concluded are of sufficient importance to merit being reported to you in accordance with auditing standards.

Assessment	Issue and risk	Recommendations
	<p>Our work on investment properties did not identify any concerns over the material accuracy of the valuation. We identified an asset where the rental amounts being used in the valuation were not the updated rentals. This was due to the fact the valuer had not been provided with the updated agreement. This creates a risk that valuation amounts are not accurate if the information being used is not up to date. This missing information resulted in a trivial error.</p>	<p>The council should ensure that the valuer is provided with the latest lease agreements.</p> <p>Management response</p> <p>There are robust procedures in place to provide information to the valuer. There are multiple tenants at the property in question, the updated rental for increases in the future rent not provided was low in value resulting in a trivial misstatement.</p> <p>We are satisfied sufficient processes are in place.</p>
	<p>In our work on journals authorisation we identified that whilst there is no authorisation at the posting stage the council has implemented a compensating control whereby monthly retrospective review occurs. The council remains satisfied that this provides sufficient assurance and we concur with this view.</p> <p>However, we identified that manual journals relating to amounts posted or received through the bank are not subject to approval or the normal monthly review by the Chief Accountant. Therefore, creating a risk that inappropriate journals could be posted.</p>	<p>The council should ensure that all manual journals are appropriately reviewed and authorised.</p> <p>Management response</p> <p>BT (bank transaction) are predominantly treasury transactions which are subject to compensating controls including the monthly bank reconciliation, verification and approval of transactions through on line banking and a weekly review by the Treasury Accountant reconciling transactions posted to the general ledger to the treasury management 'logotech' system and bank statement. Including these transactions within the monthly Chief Accountant review would not provide any additional assurance without undertaking further detailed checking. For BT transactions other than treasury transactions, the Exchequer manager will undertake a monthly retrospective review.</p>
	<p>In our work on the collection fund, we noted £750k difference between the NNDR3 form and relief details report for Discretionary relief. The variance is on account of variance in Retail, Leisure & Hospitality relief and the amount being entered in error onto the NNDR3 form. As the form has been submitted for 2022/23 this will be adjusted in 2023/24 NNDR form.</p>	<p>The council should ensure that all amounts are entered in line with supporting information.</p> <p>Management response</p> <p>Agreed.</p>

Controls

- High – Significant effect on financial statements
- Medium – Limited Effect on financial statements
- Low – Best practice

C. Follow up of prior year recommendations

We identified the following issues in the audit of Cotswold District Council's 2021/22 financial statements, which resulted in 4 recommendations being reported in our 2021/22 Audit Findings report. We have followed up on the implementation of our recommendations and note 2 are still to be fully completed.

Assessment	Issue and risk previously communicated	Update on actions taken to address the issue
X	The S151 officer recognises that capacity within the finance team remains a significant issue. We are of the view that there is not sufficient skilled finance expertise below the S151 officer and Chief Accountant to support the multiple responsibilities of a LG finance team. Specifically, the reliance on the Chief Accountant, who has taken on almost sole responsibility for supporting the external audit process, means that timely audit completion is compromised.	<p>As detailed on page 3 of this report action has been taken by the council for 2022/23 to provide further capacity within the team, this included involving a further 4 individuals in the audit process. Whilst this has had an impact, there have still been delays in providing audit evidence in a timely manner. This is in part due to the audit occurring at the same time as the 2024/25 budget setting, however it suggests capacity issues within the finance team remain an issue in 2022/23.</p> <p>Management response:</p> <p>Delays were caused in part by the timing of the audit visit throughout the 2024/25 budget setting process and high volume of queries and requests. The Publica finance team were unsuccessful in recruiting a Senior Accountant in November 2023, further interim staff have subsequently been recruited to assist with the year end and 2024/25 audit process. We will keep under review as part of the Publica Review and transition of staff to the Council.</p>
✓	The journal authorisation process in place involves the Chief accountant reviewing all journals, with any journals posted by the latter subject to a separate review by the Finance Business Manager. The second review did not consistently include a date.	In 2022/23 we have not identified any journal reviews without a date.
✓	As part of our review of the ledger we noted one journal had a blank description. Journal line descriptions are not mandated in the Agresso system. It is best practise within the Council that this be filled in.	We have identified no manual journals with a blank description in 2022/23.
X	Our audit testing identified a number of assets recorded in the asset register at nil net book value. While this has no bottom line impact on the accounts, it does suggest that officers need to review the UEL and determine whether they remain appropriate for the assets that are still recorded in the asset register.	In 2022/23 there were still 2 assets with a zero net book value that were still in use. The council will review these assets in the preparation of the 2023/24 accounts.

Assessment

- ✓ Action completed
- X Not yet addressed

D. Audit Adjustments

We are required to report all non trivial misstatements to those charged with governance, whether or not the accounts have been adjusted by management.

Impact of adjusted misstatements

All adjusted misstatements are set out in detail below along with the impact on the key statements and the reported net expenditure for the year ending 31 March 2023.

Detail	Comprehensive Income and Expenditure Statement £'000	Statement of Financial Position £' 000	Impact on total net expenditure £'000	Impact on Collection Fund £'000	Impact on general fund £'000
In our work on Business rates debtors in the collection fund, we noted that the amounts had been disclosed net when they should be disclosed gross.	-	Dr Debtors 96 Cr Creditors 96	-	-	-
In our work on the collection fund, we noted £750k difference between the NNDR3 form and relief details report for Discretionary relief. The variance is on account of variance in Retail, Leisure & Hospitality relief and the amount being entered in error onto the NNDR3 form. As the form has been submitted for 2022/23 this will be adjusted in 2023/24 NNDR form. £300,000 represents Cotswold District Councils 40% share.	DR 300 CF Income NNDR CR 300 Grant Income	DR Creditors - Government Dept 375 DR Creditors - Other LAs (Statutory) 75 DR Collection Fund Adjustment Account 300 Dr Creditors Government Dept 300 Cr Earmarked Reserves 300 CR Creditors Net Rates Payable - Agency Account 750	-	NNDR Income 750	-

D. Audit Adjustments

Misclassification and disclosure changes

The table below provides details of misclassification and disclosure changes identified during the audit which have been corrected in the final set of financial statements.

Disclosure/issue/Omission	Auditor recommendations	Adjusted?
In our work on Business rates income in the collection fund, we noted that the Council has wrongly disclosed the rateable value in note G2 as £102,718,879 which is the rateable value applicable from 01 April 2023. Rateable value as at 31 March 2023 was £90,964,000.	We recommend that management update the disclosure for these changes. Management response Accept, this figure has been adjusted in the final version of the statement of accounts.	✓
In our work on capital disclosures, we identified that the council has incorrectly disclosed the capital investment in the year under PPE only instead of disclosing the amounts related to Intangibles and Investment properties separately. The figures should be stated as: - PPE - £2,378,128 - Investment Properties - £95,383 - Intangible Assets - £10,822	We recommend that management update the disclosure for these changes. Management response Accept, this figure has been adjusted in the final version of the statement of accounts.	✓
In our work on operating leases in which the council is acting as the lessor, we identified errors of £46,041. These errors arose due to the council not using the latest information to arrive at the information for the disclosure.	The council should ensure that all leases recorded within the lease schedule should be appropriately supported by relevant documentation to evidence the amounts utilised. Management response Accept, this figure has been adjusted in the final version of the statement of accounts.	✓
The council has disclosed the wrong amount in note C3 for the revaluation reserve closing balance, it has been entered as £33,791,943 but should be detailed as £34,441,293	We recommend that management update the disclosure for these changes. Management response Accept, this figure has been adjusted in the final version of the statement of accounts. The figure disclosed on the face of the balance sheet was correct, error relates to disclosure note only.	✓

D. Audit Adjustments

Misclassification and disclosure changes

The table below provides details of misclassification and disclosure changes identified during the audit which have been corrected in the final set of financial statements.

Disclosure/issue/Omission	Auditor recommendations	Adjusted?
<p>In our debtors testing, we identified that the Council has not recognised the non current element from the Parish's portion of CIL debtors. The effect of this is:</p> <p>Dr Long term debtors 89,520 GBP Cr Short term debtors 89,520 GBP Dr Short term creditors 89,520 GBP Cr Long term creditors 89,520 GBP</p>	<p>We recommend that management updates for these changes.</p> <p>Management response Accept, this figure has been adjusted in the final version of the statement of accounts.</p>	✓
<p>From our work performed we have identified a number of disclosure changes; this included a number of updates to the related party disclosure.</p>	<p>We recommend that management updates for these changes.</p> <p>Management response Accept, all proposed changes identified by external audit have been made.</p>	✓

D. Audit Adjustments (continued)

Impact of unadjusted misstatements

The table below provides details of adjustments identified to date during the 2022/23 audit which have not been made within the final set of financial statements. The Audit and Governance Committee is required to approve management's proposed treatment of all items recorded within the table below.

Detail	Comprehensive Income and Expenditure Statement	Statement of Financial Position	Impact on total net expenditure	Impact on general fund	Reason for not adjusting
In our work on grant income, we noted that CIL income had been accounted for twice resulting in the overstatement of taxation and non-specific grants by £54,710.	Dr Grant Income - £54,710	Cr - Debtors - £54,710 Dr - Capital Grants Unapplied - £54,710	£54,710	-	Not material
In our work on grants received in advance the council could not provide sufficient evidence for two grants due to the old age of the initial grant, the combined value of these two grants is £121,340. We have determined the maximum possible effect of the error to be £180,000.	Cr Grant Income - £180,000	Dr GRIA - £180,000	(£180,000)	Cr £180,000	Extrapolation and is not material. It is also prudent to not adjust until the council has undertaken further work to identify if grant is repayable.
In our work on revaluations for two samples we identified differences between the remaining useful lives used in valuations and those used in prior year that could be supported. The maximum possible impact of this is an understatement of asset valuations by £156,420.	-	Dr PPE - £156,420 Cr Revaluation Reserve - £156,420	-	-	Not material.
Overall impact	(£125,290)	£180,000	(£125,290)	(£180,000)	

Impact of prior year unadjusted misstatements

None identified in 2021/22.

E. Fees and non-audit services

We confirm below our final fees charged for the audit and confirm there were no fees for the provision of non audit services.

Audit fees	Final 2021/22 fee	Proposed 2022/23 fee	Final 2022/23 fee
Scale fee published by PSAA 2022/23		£42,058	£42,058
Additional work on Value for Money (VfM) under new NAO Code		£9,000	£9,000
Increased audit requirements of revised ISAs 540 / 240 / 700		£2,100	£2,100
Enhanced audit procedures on journals testing (not included in the Scale Fee)		£3,000	£3,000
Additional procedures to address other local risk factors		£1,500	£1,500
Enhanced audit procedures for Payroll – Change of circumstances		£500	£500
Enhanced audit procedures for Collection Fund- reliefs testing		£750	£750
Increased audit requirements of revised ISAs 315		£3,000	£3,000
Total proposed audit fees 2022/23 (excluding VAT)	£68,658	£61,908	£61,908

The fees do reconcile to the financial statements. This is due to the late communication of the 2022/23 audit fee. The fee of £67,058 disclosed in the accounts is based on the council's estimation of costs based of the 2021/22 fee. The actual fee (TBC) for 2022/23 is £61,908.

No non-audit or audited related services have been undertaken for the Council.

This covers all services provided by us and our network to the group/company, its directors and senior management and its affiliates, and other services provided to other known connected parties that may reasonably be thought to bear on our integrity, objectivity or independence. (The FRC Ethical Standard (ES 1.69))

F. Auditing developments

Revised ISAs

There are changes to the following ISA (UK):

ISA (UK) 315 (Revised July 2020) 'Identifying and Assessing the Risks of Material Misstatement'

This impacts audits of financial statement for periods commencing on or after 15 December 2021.

ISA (UK) 220 (Revised July 2021) 'Quality Management for an Audit of Financial Statements'

ISA (UK) 240 (Revised May 2021) 'The Auditor's Responsibilities Relating to Fraud in an Audit of Financial Statements'

A summary of the impact of the key changes on various aspects of the audit is included below:

These changes will impact audit for audits of financial statement for periods commencing on or after 15 December 2022.

Area of change	Impact of changes
Risk assessment	The nature, timing and extent of audit procedures performed in support of the audit opinion may change due to clarification of: <ul style="list-style-type: none"> the risk assessment process, which provides the basis for the assessment of the risks of material misstatement and the design of audit procedures the identification and extent of work effort needed for indirect and direct controls in the system of internal control the controls for which design and implementation needs to be assess and how that impacts sampling the considerations for using automated tools and techniques.
Direction, supervision and review of the engagement	Greater responsibilities, audit procedures and actions are assigned directly to the engagement partner, resulting in increased involvement in the performance and review of audit procedures.
Professional scepticism	The design, nature, timing and extent of audit procedures performed in support of the audit opinion may change due to: <ul style="list-style-type: none"> increased emphasis on the exercise of professional judgement and professional scepticism an equal focus on both corroborative and contradictory information obtained and used in generating audit evidence increased guidance on management and auditor bias additional focus on the authenticity of information used as audit evidence a focus on response to inquiries that appear implausible
Definition of engagement team	The definition of engagement team when applied in a group audit, will include both the group auditors and the component auditors. The implications of this will become clearer when the auditing standard governing special considerations for group audits is finalised. In the interim, the expectation is that this will extend a number of requirements in the standard directed at the 'engagement team' to component auditors in addition to the group auditor. <ul style="list-style-type: none"> Consideration is also being given to the potential impacts on confidentiality and independence.
Fraud	The design, nature timing and extent of audit procedures performed in support of the audit opinion may change due to: <ul style="list-style-type: none"> clarification of the requirements relating to understanding fraud risk factors additional communications with management or those charged with governance
Documentation	The amendments to these auditing standards will also result in additional documentation requirements to demonstrate how these requirements have been addressed.

G. Audit opinion

Our audit opinion is included below.

We anticipate we will provide Council with an unmodified audit report.

Independent auditor's report to the members of Cotswold District Council

Report on the audit of the financial statements

Opinion on financial statements

We have audited the financial statements of Cotswold District Council (the 'Authority') for the year ended 31 March 2023, which comprise the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement, the Balance Sheet, the Cash Flow Statement, notes to the financial statements and Collection Fund. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23.

In our opinion, the financial statements:

- give a true and fair view of the financial position of the Authority as at 31 March 2023 and of its expenditure and income for the year then ended;
- have been properly prepared in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23; and
- have been prepared in accordance with the requirements of the Local Audit and Accountability Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law, as required by the Code of Audit Practice (2020) ("the Code of Audit Practice") approved by the Comptroller and Auditor General. Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the financial statements' section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

G. Audit opinion

Conclusions relating to going concern

We are responsible for concluding on the appropriateness of the Chief Finance Officer's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify the auditor's opinion. Our conclusions are based on the audit evidence obtained up to the date of our report. However, future events or conditions may cause the Authority to cease to continue as a going concern.

In our evaluation of the Chief Finance Officer's conclusions, and in accordance with the expectation set out within the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23 that the Authority's financial statements shall be prepared on a going concern basis, we considered the inherent risks associated with the continuation of services provided by the Authority. In doing so we had regard to the guidance provided in Practice Note 10 Audit of financial statements and regularity of public sector bodies in the United Kingdom (Revised 2022) on the application of ISA (UK) 570 Going Concern to public sector entities. We assessed the reasonableness of the basis of preparation used by the Authority and the Authority's disclosures over the going concern period.

In auditing the financial statements, we have concluded that the Chief Finance Officer's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Authority's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Chief Finance Officer with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Statement of Accounts, other than the financial statements and our auditor's report thereon. The Chief Finance Officer is responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

G. Audit opinion

Other information we are required to report on by exception under the Code of Audit Practice

Under the Code of Audit Practice published by the National Audit Office in April 2020 on behalf of the Comptroller and Auditor General (the Code of Audit Practice) we are required to consider whether the Annual Governance Statement does not comply with 'Delivering Good Governance in Local Government Framework 2016 Edition' published by CIPFA and SOLACE, or is misleading or inconsistent with the information of which we are aware from our audit. We are not required to consider whether the Annual Governance Statement addresses all risks and controls or that risks are satisfactorily addressed by internal controls.

We have nothing to report in this regard.

Opinion on other matters required by the Code of Audit Practice

In our opinion, based on the work undertaken in the course of the audit of the financial statements, the other information published together with the financial statements in the Statement of Accounts for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

Under the Code of Audit Practice, we are required to report to you if:

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make a written recommendation to the Authority under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application to the court for a declaration that an item of account is contrary to law under Section 28 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or;
- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014, in the course of, or at the conclusion of the audit.

We have nothing to report in respect of the above matters.

Responsibilities of the Authority and the Chief Finance Officer

As explained more fully in the Statement of Responsibilities set out on page 11, the Authority is required to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Chief Finance Officer. The Chief Finance Officer is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23, for being satisfied that they give a true and fair view, and for such internal control as the Chief Finance Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

G. Audit opinion

In preparing the financial statements, the Chief Finance Officer is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless they have been informed by the relevant national body of the intention to dissolve the Authority without the transfer of its services to another public sector entity.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We obtained an understanding of the legal and regulatory frameworks that are applicable to the Authority and determined that the most significant which are directly relevant to specific assertions in the financial statements are those related to the reporting frameworks (the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23, the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015, the Local Government Act 2003 and Local Government Act 1972).

We enquired of management and the Audit and Governance Committee, concerning the Authority's policies and procedures relating to:

- the identification, evaluation and compliance with laws and regulations;
- the detection and response to the risks of fraud; and
- the establishment of internal controls to mitigate risks related to fraud or non-compliance with laws and regulations.

We enquired of management, internal audit and the Audit and Governance Committee, whether they were aware of any instances of non-compliance with laws and regulations or whether they had any knowledge of actual, suspected or alleged fraud.

We assessed the susceptibility of the Authority's financial statements to material misstatement, including how fraud might occur, by evaluating management's incentives and opportunities for manipulation of the financial statements. This included the evaluation of the risk of management override of controls. We determined that the principal risks were in relation to journals, accounting estimates and critical judgements made by management.

Our audit procedures involved:

- evaluation of the design effectiveness of controls that management has in place to prevent and detect fraud,
- journal entry testing, with a focus on management override of controls,
- challenging assumptions and judgements made by management in its significant accounting estimates in respect of land and buildings, investment properties, and defined benefit pensions liability valuations; and
- assessing the extent of compliance with the relevant laws and regulations as part of our procedures on the related financial statement item.

G. Audit opinion

These audit procedures were designed to provide reasonable assurance that the financial statements were free from fraud or error. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error and detecting irregularities that result from fraud is inherently more difficult than detecting those that result from error, as fraud may involve collusion, deliberate concealment, forgery or intentional misrepresentations. Also, the further removed non-compliance with laws and regulations is from events and transactions reflected in the financial statements, the less likely we would become aware of it.

We communicated relevant laws and regulations and potential fraud risks to all engagement team members. We remained alert to any indications of non-compliance with laws and regulations, including fraud, throughout the audit.

Our assessment of the appropriateness of the collective competence and capabilities of the engagement team included consideration of the engagement team's.

- understanding of, and practical experience with audit engagements of a similar nature and complexity through appropriate training and participation
- knowledge of the local government sector
- understanding of the legal and regulatory requirements specific to the Authority including:
 - the provisions of the applicable legislation
 - guidance issued by CIPFA/LASAAC and SOLACE
 - the applicable statutory provisions.

In assessing the potential risks of material misstatement, we obtained an understanding of:

- the Authority's operations, including the nature of its income and expenditure and its services and of its objectives and strategies to understand the classes of transactions, account balances, expected financial statement disclosures and business risks that may result in risks of material misstatement.
- the Authority's control environment, including the policies and procedures implemented by the Authority to ensure compliance with the requirements of the financial reporting framework.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

G. Audit opinion

Report on other legal and regulatory requirements – the Authority’s arrangements for securing economy, efficiency and effectiveness in its use of resources

Matter on which we are required to report by exception – the Authority’s arrangements for securing economy, efficiency and effectiveness in its use of resources

Under the Code of Audit Practice, we are required to report to you if, in our opinion, we have not been able to satisfy ourselves that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2023.

We have nothing to report in respect of the above matter.

Responsibilities of the Authority

The Authority is responsible for putting in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

Auditor’s responsibilities for the review of the Authority’s arrangements for securing economy, efficiency and effectiveness in its use of resources

We are required under Section 20(1)(c) of the Local Audit and Accountability Act 2014 to be satisfied that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. We are not required to consider, nor have we considered, whether all aspects of the Authority’s arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

We undertake our review in accordance with the Code of Audit Practice, having regard to the guidance issued by the Comptroller and Auditor General in January 2023. This guidance sets out the arrangements that fall within the scope of ‘proper arrangements’. When reporting on these arrangements, the Code of Audit Practice requires auditors to structure their commentary on arrangements under three specified reporting criteria:

- Financial sustainability: how the Authority plans and manages its resources to ensure it can continue to deliver its services;
- Governance: how the Authority ensures that it makes informed decisions and properly manages its risks; and
- Improving economy, efficiency and effectiveness: how the Authority uses information about its costs and performance to improve the way it manages and delivers its services.

We document our understanding of the arrangements the Authority has in place for each of these three specified reporting criteria, gathering sufficient evidence to support our risk assessment and commentary in our Auditor’s Annual Report. In undertaking our work, we consider whether there is evidence to suggest that there are significant weaknesses in arrangements.

G. Audit opinion

Report on other legal and regulatory requirements – Audit certificate

We certify that we have completed the audit of Cotswold District Council for the year ended 31 March 2023 in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Code of Audit Practice.

Use of our report

This report is made solely to the members of the Authority, as a body, in accordance with Part 5 of the Local Audit and Accountability Act 2014 [and as set out in paragraph 44 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited]. Our audit work has been undertaken so that we might state to the Authority's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and the Authority's members as a body, for our audit work, for this report, or for the opinions we have formed.

Signature:

Peter Barber Key Audit Partner

for and on behalf of Grant Thornton UK LLP, Local Auditor

Bristol

Date:



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Annex B – Extracts from revised 2022/23 Statement of Accounts

Movement in Reserves Statement

ORIGINAL

	Note	Usable Reserves					Total Usable Reserves	Unusable Reserves	TOTAL RESERVES	Explanation
		General Fund - Unallocated	General Fund - Earmarked	Capital Receipts Reserve	Capital Grants Unapplied					
		£	£	£	£	£	£	£		
Balance at 31 March 2022		(2,552,710)	(12,639,113)	(9,674,076)	(810,941)	(25,676,840)	(29,498,900)	(55,175,740)		
Movements in reserves 2022/23		(4,934,357)	4,934,357	0	0	0	0	0		
Transfer from General Fund		1,174,080	(1,174,080)	0	0	0	0	0		
Total Comprehensive income and expenditure		2,417,877	0	0	0	2,417,877	(32,524,334)	(30,106,455)		
Adjustments between accounting basis & funding basis under regulations	C1	2,135,110	187,383	852,927	(2,785,354)	390,066	(390,082)	(16)		
(Increase) / Decrease in Reserves 2022/23		792,710	3,947,660	852,927	(2,785,354)	2,807,942	(32,914,416)	(30,106,471)		
Balance at 31 March 2023		(1,760,000)	(8,691,453)	(8,821,149)	(3,596,295)	(22,868,898)	(62,413,316)	(85,282,214)		

REVISED

	Note	Usable Reserves					Total Usable Reserves	Unusable Reserves	TOTAL RESERVES	Explanation
		General Fund - Unallocated	General Fund - Earmarked	Capital Receipts Reserve	Capital Grants Unapplied					
		£	£	£	£	£	£	£		
Balance at 31 March 2022		(2,552,710)	(12,639,113)	(9,674,076)	(810,941)	(25,676,840)	(29,498,900)	(55,175,740)		
Movements in reserves 2022/23		(4,634,357)	4,634,357	0	0	0	0	0	Annex D to Audit Findings Report [p29] £300,000 less of Business Rate Smoothing reserve transferred from	
Transfer from General Fund		1,174,080	(1,174,080)	0	0	0	0	0		
Total Comprehensive income and expenditure		2,417,877	0	0	0	2,417,877	(32,524,334)	(30,106,458)		
Adjustments between accounting basis & funding basis under regulations	C1	1,835,110	187,383	852,927	(2,785,074)	90,346	(90,362)	(16)	Annex D to Audit Findings Report [p29] Adjustments between accounting basis and funding basis under regulations (NDR)	
(Increase) / Decrease in Reserves 2022/23		792,710	3,647,660	852,927	(2,785,074)	2,508,222	(32,614,696)	(30,106,474)		
Balance at 31 March 2023		(1,760,000)	(8,991,453)	(8,821,149)	(3,596,015)	(23,168,618)	(62,113,596)	(85,282,214)		

Balance Sheet

31 March 2022 £		Note	DRAFT 31 March 2023 £	FINAL 31 March 2023 £	Movement £	Explanation
60,739,023	Property, Plant & Equipment	D1	60,784,911	60,784,911	0	
17,000	Heritage Assets		17,000	17,000	0	
5,947,000	Investment Property	D2	5,377,000	5,377,000	0	
30,688	Intangible Assets	D3	20,519	20,519	0	
11,484,694	Non-Current Investments	E2	10,432,129	10,432,129	0	
4,238,469	Non-Current Debtors	D4	3,796,195	3,885,715	89,520	Annex D to Audit Findings Report [p30] Parish portion of CIL debtors classified as those due in more than 12 months.
82,456,874	Non-Current Assets		80,427,754	80,517,273	89,520	
6,642,683	Investments	E2	5,456,719	5,456,719	0	
300,000	Assets Held for Sale	D9	0	0	0	
15,715	Inventories		23,163	23,163	0	
17,319,294	Debtors	D5	11,790,349	11,796,513	6,164	Annex D to Audit Findings Report [p30]- Parish portion of CIL debtors classified as those due within 12 months [-£89,520]. Annex D [p28] - Business Rate Debtors presented on a gross rather than net basis. [£95,684]
14,847,841	Cash and Cash Equivalents	E2	12,209,366	12,209,366	0	
39,125,533	Current Assets		29,479,597	29,485,761		
0	Borrowing	E2	(93,503)	(93,503)	0	Annex D to Audit Findings Report [p30]- Parish portion of CIL creditors classified as those due within 12 months [£89,520]. Annex D [p28] - Business Rate Debtors presented on a gross rather than net basis. [-£95,684]
(24,741,668)	Creditors	D6	(11,793,773)	(11,799,937)	(6,164)	
(1,941,457)	Creditors - s.106 balances	D6	(2,849,784)	(2,849,784)	0	
0	Capital Grants Receipts in Advance	B8	(760,202)	(760,202)	0	
(1,299,869)	Provisions	D7	(1,025,491)	(1,025,491)	0	
(27,982,994)	Current Liabilities		(16,522,753)	(16,528,917)		
(37,920,000)	Other Non-Current Liabilities	E1	(7,188,000)	(7,188,000)	0	Annex D to Audit Findings Report [p30]- Parish portion of CIL creditors classified as those due in more than 12 months.
0	Non-Current Creditors		0	(89,520)	(89,520)	
(15,767)	Finance Lease Liabilities	E4	0	0	0	
(487,906)	Capital Grants Receipts in Advance	B8	(557,130)	(557,130)	0	
0	Borrowing	E2	(357,254)	(357,254)	0	
(38,423,673)	Non-Current Liabilities		(8,102,384)	(8,191,904)	(89,520)	
55,175,740	Net Assets		85,282,214	85,282,214	0	
(25,676,840)	Usable Reserves	C2	(22,868,898)	(23,168,898)	(300,000)	Annex D to Audit Findings Report [p29]-£300k less of Business Rate Smoothing reserve used due to Collection Fund error
(29,498,900)	Unusable Reserves	C3	(62,413,316)	(62,113,316)	300,000	Annex D to Audit Findings Report [p29]- Collection Fund Adjustment Account reduced by £300k due to Collection Fund error.
(55,175,740)	Total Reserves		(85,282,214)	(85,282,214)	(0)	

Collection Fund

2021/22						2022/23				
Business Rates	Council Tax	Total			DRAFT 2022/23 Business Rates	REVISED 2022/23 Business Rates	Council Tax	Total	Variance	Explanation
£	£	£	Note		£	£	£	£	£	
0	(79,477,395)	(79,477,395)	G1				(83,600,629)	(83,600,629)		Annex D to Audit Findings Report [p29]- Business Rates Receivable reduced by £750k due to Retail hospitality and leisure relief incorrectly input into NNDR 3 return.
(24,572,099)	0	(24,572,099)	G2		(27,473,912)	(26,723,912)	(26,723,912)	750,000		
(68,440)	0	(68,440)			104,500	104,500	104,500	0		
(18,802,709)	0	(18,802,709)			(12,241,539)	(12,241,539)	(12,241,539)	0		
(43,443,248)	(79,477,395)	(122,920,643)			(39,610,951)	(38,860,951)	(83,600,629)	(122,461,580)	750,000	
					<u>Apportionment of previous year's deficit</u>					
0	(79,749)	(79,749)			0	0	(7,266)	(7,266)		
0	(417,056)	(417,056)			0	0	(45,904)	(45,904)		
0	(66,536)	(66,536)			0	0	(8,798)	(8,798)		
0	(563,341)	(563,341)			0	0	(61,968)	(61,968)		
					<u>Precepts, Demands and Shares</u>					
16,984,751	0	16,984,751			13,823,343	13,823,343	13,823,343	0		
13,587,800	9,334,783	22,922,583			11,058,698	11,058,698	9,933,842	20,992,540	0	
3,396,950	58,973,303	62,370,253			2,764,675	2,764,675	61,237,004	64,001,679	0	
0	11,302,348	11,302,348					11,817,396	11,817,396	0	
33,969,501	79,610,434	113,579,935			27,646,716	27,646,716	82,988,242	110,634,958	0	
					<u>Charges on the Collection Fund</u>					
13,450	81,437	94,887			81,743	81,743	88,807	170,550	0	
752,207	(1,117,567)	(365,360)	G3		(412,661)	(412,661)	74,990	(337,671)	0	
184,555	0	184,555			189,319	189,319		189,319	0	
67,245	0	67,245	G4		80,826	80,826		80,826	0	
1,017,457	(1,036,130)	(18,673)			(60,773)	(60,773)	163,797	103,024	0	
34,986,958	78,010,963	112,997,921			27,585,943	27,585,943	83,090,071	110,676,014		
(8,456,290)	(1,466,432)	(9,922,722)			(12,025,008)	(11,275,008)	(510,558)	(11,785,566)	750,000	
19,989,283	1,869,166	21,858,449			11,532,993	11,532,993	402,734	11,935,727	0	
11,532,993	402,734	11,935,727	G5		(492,015)	257,985	(107,824)	150,161	750,000	

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COTSWOLD
DISTRICT COUNCIL

Grant Thornton UK LLP
2 Glass Wharf
Bristol
BS2 0EL

25th April 2024

Dear Grant Thornton UK LLP

Cotswold District Council
Financial Statements for the year ended 31 March 2023

This representation letter is provided in connection with the audit of the financial statements of Cotswold District Council for the year ended 31 March 2023 for the purpose of expressing an opinion as to whether the Council financial statements give a true and fair view in accordance with International Financial Reporting Standards, and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23 and applicable law.

We confirm that to the best of our knowledge and belief having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

- i. We have fulfilled our responsibilities for the preparation of the Council's financial statements in accordance with International Financial Reporting Standards and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2022/23 ("the Code"); in particular the financial statements are fairly presented in accordance therewith.
- ii. We have complied with the requirements of all statutory directions affecting the Council and these matters have been appropriately reflected and disclosed in the financial statements.
- iii. The Council has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with requirements of any regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.
- iv. We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.
- v. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We are satisfied that the material judgements used in the preparation of the financial statements are soundly based, in accordance with the Code and adequately disclosed in the financial statements. We understand our responsibilities includes identifying and considering alternative, methods, assumptions or source data that would be equally valid under the financial reporting framework, and why these alternatives were rejected in favour of the estimate used. We are satisfied that the methods, the data and the significant assumptions used by us in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in accordance with the Code and adequately disclosed in the financial statements.

- vi. We confirm that we are satisfied that the actuarial assumptions underlying the valuation of pension scheme assets and liabilities for IAS19 Employee Benefits disclosures are consistent with our knowledge. We confirm that all settlements and curtailments have been identified and properly accounted for. We also confirm that all significant post-employment benefits have been identified and properly accounted for.
- vii. Except as disclosed in the financial statements:
 - a. there are no unrecorded liabilities, actual or contingent
 - b. none of the assets of the Council has been assigned, pledged or mortgaged
 - c. there are no material prior year charges or credits, nor exceptional or non-recurring items requiring separate disclosure.
- viii. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of International Financial Reporting Standards and the Code.
- ix. All events subsequent to the date of the financial statements and for which International Financial Reporting Standards and the Code require adjustment or disclosure have been adjusted or disclosed.
- x. We have considered the adjusted misstatements, and misclassification and disclosures changes schedules included in your Audit Findings Report. The Council's financial statements have been amended for these misstatements, misclassifications and disclosure changes and are free of material misstatements, including omissions.
- xi. 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. The financial statements are free of material misstatements, including omissions.
- xii. Actual or possible litigation and claims have been accounted for and disclosed in accordance with the requirements of International Financial Reporting Standards.
- xiii. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.
- xiv. We have updated our going concern assessment. We continue to believe that the Council's financial statements should be prepared on a going concern basis and have not identified any material uncertainties related to going concern on the grounds that :
 - a. the nature of the Council means that, notwithstanding any intention to cease its operations in their current form, it will continue to be appropriate to adopt the going concern basis of accounting because, in such an event, services it performs can be expected to continue to be delivered by related public authorities and preparing the financial statements on a going concern basis will still provide a faithful representation of the items in the financial statements
 - b. the financial reporting framework permits the entry to prepare its financial statements on the basis of the presumption set out under a) above; and
 - c. the Council's system of internal control has not identified any events or conditions relevant to going concern.

We believe that no further disclosures relating to the Council's ability to continue as a going concern need to be made in the financial statements

- xv. The Council has complied with all aspects of ring-fenced grants that could have a material effect on the Council's financial statements in the event of non-compliance.
- xvi. We have considered whether the Council is required to reflect a liability in respect of equal pay claims within its financial statements. We confirm that we are satisfied that no liability needs to

be recognised on the grounds that the Council and its principal delivery partner Publica (Council owned Teckal company) have the following in place:

- An equality proofed Pay and Grading Framework was implemented across Publica in February 2020, and subsequently mirrored by partner Councils.
- In designing the new pay and grading structure Publica worked closely with the trade unions and employees to establish a modern and fair structure and reached a collective agreement on the scheme which the National Offices of the TUs also completed their assessment of the Pay Framework and confirmed it was equal pay compliant. Both Publica employees and Council employees voted to accept the framework.
- The Pay and Grading Framework follows similar principles to the National Joint Council (NJC) also known as the Green Book.
- The Council's Pay Policy Statement determines its approach to pay and the Appointments and Performance / Remuneration Committee ensures the provisions set out in the statement are applied consistently throughout the Council
- No bonus schemes exist within the pay and grading structure so there is no risk that any particular group of employees has access to additional rewards not available to others and all employees are expected to work full contracted hours.

Information Provided

- xvii. We have provided you with:
 - a. access to all information of which we are aware that is relevant to the preparation of the Council's financial statements such as records, documentation and other matters;
 - b. additional information that you have requested from us for the purpose of your audit; and
 - c. access to persons within the Council via remote arrangements from whom you determined it necessary to obtain audit evidence.
- xviii. We have communicated to you all deficiencies in internal control of which management is aware.
- xix. All transactions have been recorded in the accounting records and are reflected in the financial statements.
- xx. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- xxi. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the Council and involves:
 - a. management;
 - b. employees who have significant roles in internal control; or
 - c. others where the fraud could have a material effect on the financial statements.
- xxii. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements communicated by employees, former employees, analysts, regulators or others.
- xxiii. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.
- xxiv. We have disclosed to you the identity of the Council's related parties and all the related party relationships and transactions of which we are aware.
- xxv. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

Annual Governance Statement

xxvi. We are satisfied that the Annual Governance Statement (AGS) fairly reflects the Council's risk assurance and governance framework and we confirm that we are not aware of any significant risks that are not disclosed within the AGS.

Narrative Report

xxvii. The disclosures within the Narrative Report fairly reflect our understanding of the Council's financial and operating performance over the period covered by the Council's financial statements.

Approval

The approval of this letter of representation was minuted by the Council's Audit and Governance Committee at its meeting on 25 April 2024.

Yours faithfully

Name.....

Position.....

Date.....

Name.....

Position.....

Date.....

Signed on behalf of the Council

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