



**OXFORDSHIRE  
COUNTY COUNCIL**

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**ITEM AU6(d)**

Oxfordshire County Council  
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Joanna Simons  
Chief Executive  
23 September 2009

Direct Line: 01865 816399

KPMG LLP  
Public Sector Audit  
1 Canada Square  
Canary Wharf  
London  
E14 5AG

My ref:

Your ref:

This matter is being dealt with by Sue Scane  
Email: sue.scane@oxfordshire.gov.uk

### **Audit for the year ended 31 March 2009**

I understand that auditing standards require you to obtain representations from management on certain matters material to your opinion. I confirm to the best of my knowledge and belief, and having made appropriate enquiries of other officers of the County Council, the following representations given to you in connection with your audit of the financial statements for Oxfordshire County Council for the year ended 31 March 2009.

### **Presentation of the financial statements**

I acknowledge that I am responsible for the fair presentation of the financial statements in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom: A Statement of Recommended Practice 2008 (the SORP) and wider UK accounting standards.

### **Accounting records**

All the accounting records have been made available to you for the purpose of your audit and the full effect of all the transactions undertaken by the County Council has been properly reflected and recorded in the accounting records in accordance with agreements, including side agreements, amendments and oral agreements. All other records and related information, including minutes of all management and Council, Cabinet and Committee meetings, have been made available to you.

### **Related party transactions**

There are no other material transactions with related parties, other than those that have been properly recorded and disclosed in the financial statements.



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## **Laws and regulations**

There are no instances of any actual or potential non-compliance with laws and regulations that would have a material effect on the ability of the County Council to conduct its business and therefore on the results and financial position disclosed in the financial statements for the year ended 31 March 2009.

## **Fraud**

I understand that the term "fraud" includes misstatements resulting from fraudulent financial reporting and misstatements resulting from misappropriation of assets. Misstatements resulting from fraudulent financial reporting involve intentional misstatements or omissions of amount or disclosures in financial statements to deceive financial statement users. Misstatements resulting from misappropriation of assets involve the theft of an entity's assets, often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorisation.

I am responsible for the implementation and operation of an effective system of internal control designed to prevent and detect fraud and error. Accordingly:

- I have disclosed to you the results of my assessment of the risk that the financial statements may be materially misstated as a result of fraud, and
- I have disclosed to you all significant facts relating to any frauds or suspected frauds known to me that may have affected the County Council.

## **Measurement Methods**

Measurement methods, including related assumptions, used to determine fair values comply with the Code of Practice on Local Authority Accounting in the United Kingdom: A Statement of Recommended Practice 2008 (the SORP) and have been consistently applied. Disclosures relating to fair values are complete and appropriate and in accordance with the local government financial reporting framework.

## **Contingent liabilities**

There are no other contingent liabilities, other than those that have been properly recorded and disclosed in the financial statements. In particular:

- there is no significant pending or threatened litigation, other than that already disclosed in the financial statements; and
- there are no material commitments or contractual issues, other than those already disclosed in the financial statements.

## **Impairment of assets**

With reference to the specific issues on which you have requested assurances I confirm that for 2008/09 we consider that sufficient and appropriate consideration has been given to potential impairments of the assets included in the accounts in light of the current macro

economic climate and that, where any such impairment has been identified, it is reflected accordingly in the accounts. This includes compliance with the accounting policy for periodic revaluation of assets (under FRS 15), as well as the need for management to undertake a review of assets to determine whether there is any impairment to their value in accordance with FRS 11.

**Post balance sheet events**

Since the date of approval of the financial statements by the Audit Committee, there have been no additional significant post balance sheet events that have occurred which would require additional adjustment or disclosure in the financial statements.

This letter was approved by the Audit Committee that considered and approved the 2008/09 Statement of Accounts on 23 September 2009.

Signed:

|          |   |
|----------|---|
| Name     | Sue Scane   |
| Position | Assistant Chief Executive and Chief Finance Officer |
| Date     | 23 September 2009                                   |