



Audit & Governance Committee Wednesday, 17 July 2019

ADDENDA

9. Statement of Accounts 2018/19 (Pages 1 - 176)

Annexes 1 – 5 are attached.

10. External Auditors (Pages 177 - 216)

The Oxfordshire County Council Audit Results Report is attached.

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Oxfordshire County Council

Statement of Accounts

2018/2019



**OXFORDSHIRE
COUNTY COUNCIL**

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Introduction

The purpose of the Narrative Statement is to provide information on the Council, its main objectives and strategies and the principal risks it faces. It sets out information to help readers understand the Council's financial position and performance during 2018-19.

Oxfordshire County Council provides services to residents, businesses and communities across the whole county. We are responsible for around 80% of local government spending in Oxfordshire. The following core services are provided by the Council:

- children's services including some education services
- adult social care
- services for public health including mental health
- fire and rescue
- roads and transport planning
- waste disposal
- libraries and museums
- coroners' and registration services
- trading standards

The Council either provides these services directly or commissions them from other organisations. Most of these services are statutory – things we are obliged by law to do.

Five district and city councils in Oxfordshire also provide services to residents in their geographic areas, such as housing and benefits, local planning, street cleaning, waste collection and electoral registration.

In Oxfordshire, parishes and town councils also play an important role in the local community, looking after local amenities, and providing a vital link to district and county councils on local issues.

Our vision for Oxfordshire

Oxfordshire County Council's ambition, as set out in our 2018-2021 Corporate Plan, is for a county where local residents and businesses can flourish - a thriving Oxfordshire. The vision informs everything we do and covers our priorities:

Thriving communities for everyone in Oxfordshire

We listen to residents so we can continuously improve our services and provide value for money

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Our Corporate Plan¹ provides further details of the Council's long term aims and main priorities for thriving communities over the next few years.

Our communities may be ones of place – from inner city areas to historic market towns, villages to rural hamlets – or ones based on age, race, religion and many other factors. We must listen to ensure that we are responsive to local issues and local need and must work hard to provide value for money and deliver effective and efficient services.

We have core values that guide the way we work to deliver our vision:

Our core value: We do the best we can for residents

This means we:

- work together in a supportive and honest way
- strive to find the best solutions
- are open to change and doing things differently

We ensure all our activities support equality, diversity and fairness, both in our own workforce and the services we commission and deliver for local residents.

How the Council is organised

Our Constitution sets out the rules and procedures by which the council operates.²

The Council has 63 members (or 'councillors'), elected by the public to represent a particular local area, or 'Division'. Collectively they are responsible for the democratic structure of the council, overseeing our key

¹ <https://www2.oxfordshire.gov.uk/cms/content/corporate-plan>

² <https://www2.oxfordshire.gov.uk/cms/content/council-constitution>

policies and services and setting the council's annual budget and capital programme. More information can be found on our website.³

The Full Council chooses a Leader (Cllr Ian Hudspeth), who in turn appoints a Cabinet, responsible for key decisions to manage the Council's business. Details of Cabinet members and their responsibilities can be found on our website.⁴

Other members of the Council may also serve on committees or groups fulfilling the Council's responsibilities and functions such as scrutiny or audit.

Employees ('officers') support Cabinet and Council in their work and manage the Council's services and operations. The Chief Executive (Yvonne Rees) leads the most senior group of officers, the Chief Executive's Direct Reports (CEDR).⁵ CEDR advises councillors on policy and implements their decisions.

Partnership working between Oxfordshire County Council and Cherwell District Council developed during the year. The two councils share a Chief Executive; other senior staff work across both councils, and Councillor Ian Corkin works jointly for the county council's Cabinet and district council's Executive, chairing a committee of both councils to explore joint working. The partnership offers long-term opportunities to join up services for residents and reduce the costs of providing services.

We work collaboratively with partners in the public, private and voluntary sector to achieve the best outcomes for our residents. Further details of how

the Council works, both internally and with external partners, can be found in our Annual Governance Statement on page 129.

The council is structured around several directorates, each responsible for a group of services and functions. They work both individually and jointly towards the Council's vision and outcomes set out in the Corporate Plan. CEDR (our senior management group) provides oversight and high-level co-ordination of the directorates, which are:

People

- Children, Education and Families
- Adult Social Care
- Public Health

Communities

- Community Operations (infrastructure and cultural services)
- Planning and Place
- Community Safety (including Oxfordshire Fire & Rescue Service)

Resources

- Resources (including Finance, Human Resources and ICT)

Directorates are responsible for setting their strategies and business objectives for the year ahead and the longer term, in support of ambitions and commitments set out in the Corporate Plan. This includes setting measures and indicators by which progress towards their ambitions can be measured and reported on.

Common approaches to performance reporting, risk management and assurance are in place to ensure consistency and cohesive business management across the council. The performance dashboards later in this Narrative Statement are one of the visible outputs of this approach.

³ <https://www.oxfordshire.gov.uk/cms/public-site/about-your-council>

⁴ <https://www2.oxfordshire.gov.uk/cms/content/cabinet>

⁵ <https://www.oxfordshire.gov.uk/council/about-your-council/managers-and-salaries/senior-managers>

The Council’s Transformation Programme is a long-term programme of fundamental change to how we are structured and how we operate. The programme aims to ensure that the council is sustainable, resilient and can achieve better outcomes for local residents. It also addresses the financial pressures we face as an organisation, making substantial financial savings and helping us to invest in dealing with rising demand for services.

The programme will also play a key role in delivering the Council’s vision by empowering residents to resolve their own issues, enhancing service performance, empowering staff to help us deliver our ambitions and positioning us to exploit the local advantages Oxfordshire possesses

Our financial operating model

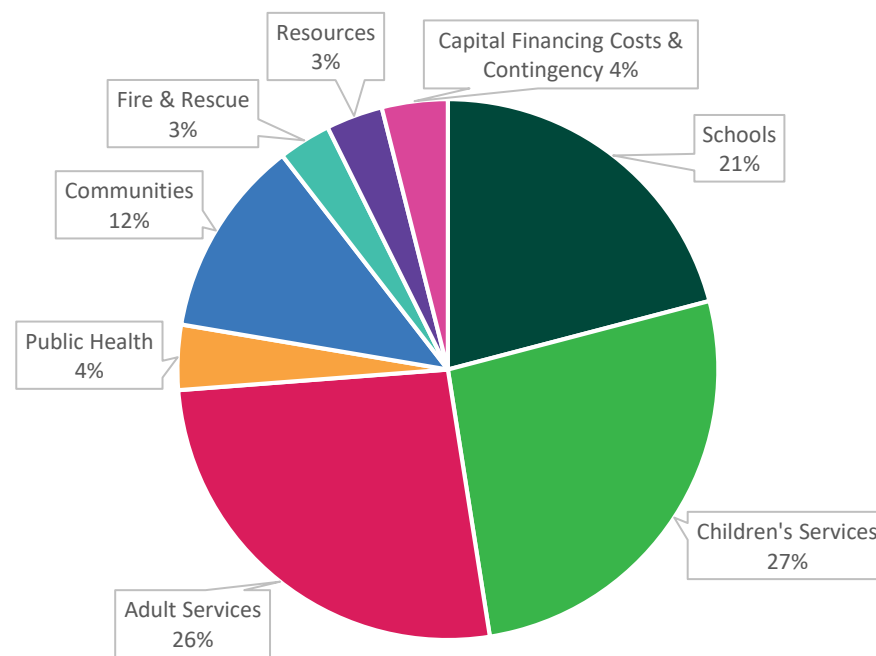
The Council sets a revenue budget, medium-term financial plan (MTFP) and capital programme in the February preceding the start of the financial year. These are underpinned by a Financial Strategy, Capital & Investment Strategy, Treasury Management Strategy and a risk assessment of the level of balances required. Construction of the budget and budget proposals are subject to challenge by the Council’s Leadership Team and the Director of Finance. Councillors have the opportunity to question and challenge the proposals through engagement sessions and member presentations. The Performance Scrutiny Committee scrutinises the budget proposals at its meeting in December before Cabinet propose the budget, MTFP and capital programme in January. Throughout the year, regular financial monitoring reports are presented to Cabinet.

Revenue spending plans for 2018/19

Our budget for the provision of services in 2018/19 was set against a relatively sound financial footing, with a four-year funding settlement agreed with government, a robust MTFP and the difficult decisions of previous years holding the organisation in a good stead for the future. There is still

considerable financial challenge due to the Government’s ongoing austerity programme of national reductions in public sector spending and an increasing demand for our services, however, the budget and MTFP set a clear direction for the future and place the Council in a sensible position to meet the challenges ahead.

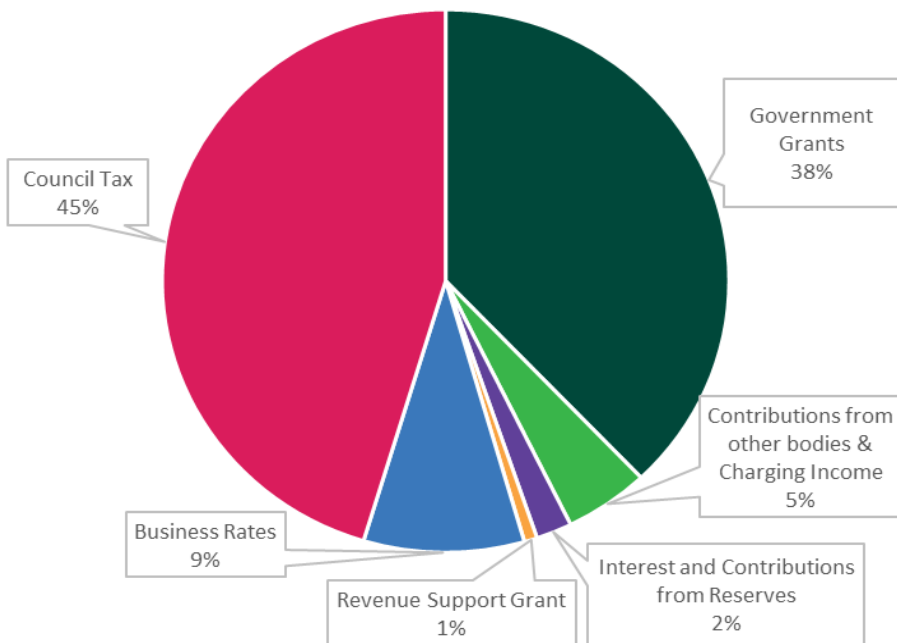
Our Government funding will have reduced by a total of 43% (£140m per annum) between 2010/11 and 2019/20. As demand for statutory social care services has continued to rise, this has resulted in the need to deliver significant savings. By the start of the year 2018/19, savings had been made of £360m per year compared with our spending in 2010 (of which 40% was due to the reduced government grant and 60% due to the rise in demand for statutory services). The 2018/19 budget agreed by Council in February 2018 included further savings of £41m.



In total, we planned to spend £788.5m on delivering services this year. We intended to finance £353.0m of our spending plan from specific and general government grants, contributions from other bodies, charging and interest income and a contribution from reserves and balances. Therefore, our budgeted net operating budget totalled £435.5m.

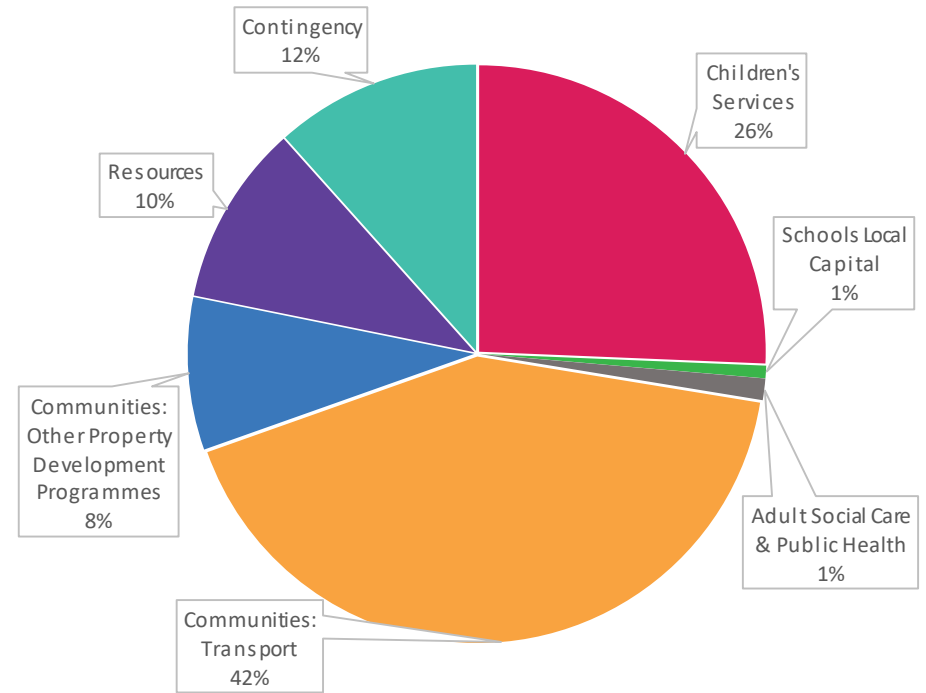
The net operating budget was financed from: Revenue Support Grant (£5.9m); Business Rates (£72.2m); and Council Tax (£357.4m). Council tax for a Band D property was set at £1,426.19 (this was a 5.99% increase from 2017/18), 2.99% relating to the general council tax and 3% for the Adult Social Care precept.

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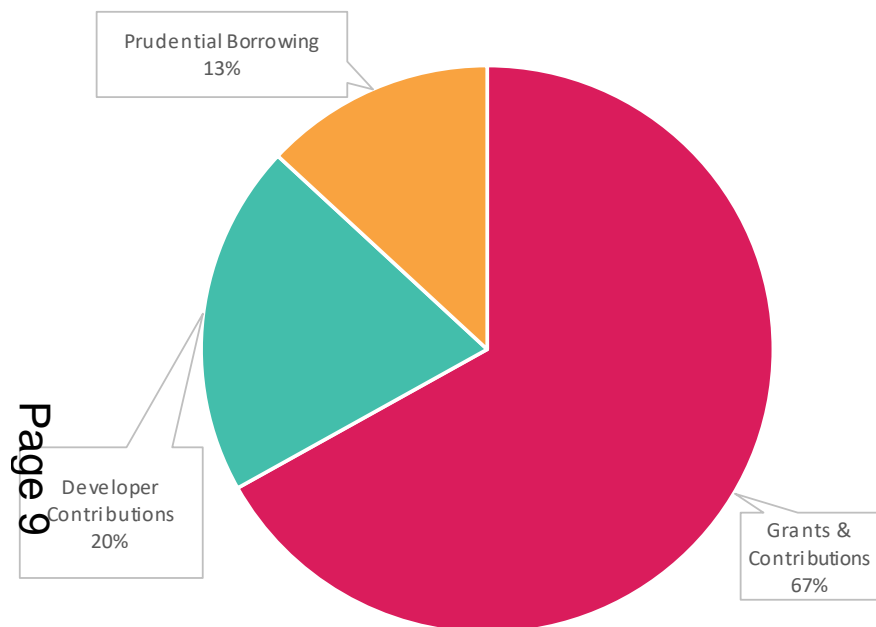


Capital Spending Plans for 2018/19

We planned to spend £120.1m on our assets in 2018/19. This included £30.8m on providing additional school places and new schools in housing developments and £50.4m on large road improvement schemes and road maintenance.



We planned to fund this from grants and contributions (£104.4m) and prudential borrowing (£15.7m).



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Challenges and opportunities in Oxfordshire

We celebrate Oxfordshire’s many positive attributes, but we also recognise that we face challenges and uncertainties. These include reductions to government funding, a rapidly growing population, and an increase in the demand for our services and for the county’s spaces, infrastructure and resources. There remain uncertainties such as the local impact of Brexit, and our activities to tackle harmful climate change will continue to develop further over the coming months and years.

Our ambitions for a thriving Oxfordshire will also bring many benefits and opportunities, including through development of our Local Industrial Strategy as part of our Growth Deal commitments with Government, and through our continued participation in innovative projects under the Smart Oxford banner. These will be excellent opportunities to promote key growth and innovation sectors of our local economy, and for the Council to support and invest in these growth sectors to help meet Oxfordshire’s future needs.

Our performance in 2018/19

The Corporate Plan reflects our vision for delivering excellent public services to the people of Oxfordshire. Throughout the year we have reported on performance indicators which most clearly demonstrate progress towards the outcomes in the Corporate Plan.

Red, Amber or Green (RAG) ratings are given to outcomes and indicators based on Directors’ assessments of progress towards performance objectives, taking into account finance, Human Resources (HR) and risk. The following summarises our performance at the end of this year (31 March 2019):

OUTCOMES	31 March tally
Green	6 (46%)
Amber	7 (54%)
Red	0 (0%)
TOTAL	13

No outcomes are considered at risk of becoming Red in the next reporting period (April 2019). Outcomes equal the change we will see as a result of OCC’s actions. Indicators show that outcomes are being achieved, Measures and targets show progress towards the indicators.

The 13 outcomes are supported by 48 indicators which show us how the outcomes are being achieved:

INDICATORS	31 March tally
Green	34 (71%)
Amber	11 (23%)
Red	1 (2%)
No RAG	2 (4%)
TOTAL	48

With no outcomes rated Red, and only 1 of 48 indicators rated Red (and almost three quarters rated Green), this is a positive summary of performance.

The sole Red indicator, on looked after children, had an improving outlook at 31 March. The overarching outcome which it supports ('children are given a good start in life') remained Amber: all children are safe, as recognised by Ofsted in their recent inspection. However, numbers of looked after children are higher than in similar authorities, hence the Red indicator. This causes both workload and financial pressures.

In addition to the year-end details in the dashboards below, other performance headlines achieved earlier in the year include

- The rate of children’s social care assessments has fallen during the year and is below that of similar authorities. This has been delivered by a tripling of early help assessments over the past 2 years: more children are assessed, just fewer through a formal social care assessment which is both more intrusive for the family and more costly for the local authority.

- Our service for looked after children had an Ofsted inspection in April 2018 which judged our service to be “good”.
- Co-production progressed well: this means working with service users and their families to develop social care services tailored to their needs. 600 people were involved in co-producing our Older People’s Strategy; 108 with our Moving Into Adulthood project
- 90% of social care providers in Oxfordshire are rated as 'outstanding' or 'good' by the Care Quality Commission (above the national average of 80%).
- Her Majesty’s Inspectorate of Constabulary and Fire and Rescue completed their inspection of Oxfordshire Fire and Rescue Service. The report is due in June 2019 but we are already working on areas were raised during the post-inspection debrief to inform our action plan and to support continuous improvement.

We were successful in several innovation project bids under the Smart Oxford banner. One of these was the largest collaborative project we have been part of the £40m Local Energy Oxfordshire energy systems bid with SSE and other partners including Oxford and Brookes Universities; others included successful bids to support the testing of autonomous vehicles ('driverless cars') and to explore the part they can play in multi-modal transport systems.

PRIORITY: WE LISTEN TO RESIDENTS SO WE CAN CONTINUOUSLY IMPROVE OUR SERVICES & PROVIDE VALUE FOR MONEY (performance dashboard to 31 March 2019)						
OUTCOME	INDICATOR	OUT-LOOK	MEASURE	TARGET	PERFORMANCE AND COMMENTARY	
Residents feel engaged with the county council	Prevalence of services developed through co-production	↑	Involve more people in co-producing service redesign with the council by ensuring at least 5 co-production products are delivered by March 2019	5	6 co-production products were developed (target met). 20 co-production champions have been trained (target met). We are also co-producing an approach to voluntary sector infrastructure support / provision.	
			Train 20 co-production champions by July 2018	20		
			Co-design of a library of resources for supporting co-production work	Completion		
	Number and value of opportunities for public engagement	↑	% of Residents' Survey respondents who say local people can influence us	>43%	Feb 2019: 38% agree	
			% of Residents' Survey respondents who say we act on residents' concerns	>58%	Feb 2019: 54% agree	
			% of our public consultations robust enough to withstand legal challenge	100%	100%	
	Rates of customer satisfaction	↔	% of Residents' Survey respondents satisfied with the way we run things	>55%	Feb 2019: 45% were satisfied	
			The % of users of Adult Social Care services who are extremely or very satisfied remains above the national average	16-17 nat. av. 64.7%	Annual measure: 72.4% of users of these services are extremely or very satisfied, which remains above the target of the national average (64.7%)	
	Our services improve and deliver value for money	Value for money through effective use of resources	↔	Achievement of planned savings	95%	90%
				Achievement of general balance outturn in accordance with risk-assessed level	100% of risk assessed level	172% of Risked Assessed Level. General Balances were £28m at 31.3.2019 which is £11.7m above the risked assessed level of £16.3m agreed by Council in February 2018.
Use of earmarked reserves				100% of planned use	£4.3m of reserves was used during 2018/19 compared to £14.2m assumed in the 2018/19 budget agreed by Council in February 2018.	
Outturn variation by Directorate				1% variation by directorate	1.99% variation. This reflects overspends by Children's Services (£8.5m), and Adult Services (£0.6m) partly offset by underspends by Resources (-£0.2m) and Communities (-£0.3m).	
Actual Expenditure for the Council is in line with the latest agreed budget				<1% of net budget	Overall Council underspend of £0.5m. Overall £2.3m contribution to balances when planned movements were taken into account.	
Capital outturn variation compared to original programme				5%	5% variation.	
Improvement following external inspection/audit		↔	Proportion of post-inspection/audit action plan objectives dealt with on time	100%	Her Majesty's Inspectorate of Constabulary and Fire and Rescue have completed their inspection of our service. We expect to receive the preliminary report in May 2019 in order to review and feedback to HMICFRS before the final and public report is sent in June 2019.	
			The proportion of social care providers rated as 'outstanding' or 'good' by the Care Quality Commission in Oxfordshire remains above the national average	17-18 nat. av. 80%	End March: 90%	
The use of our assets is maximised		Progress with One Public Estate Programme	↔	Q1-2: One Public Estate is on track against agreed programme Q3-4: One Public Estate is on track to deliver business cases and savings	Progress per programme agreed with Government	First phase projects are progressing with some adjustment to the original programme due to longer timescales to agree scope of briefs with partners and delays in the commissioning process. One option appraisal has been completed and is with partners to consider next steps. Government has announced funding for three new projects which demonstrates the success of this new partnership. These projects will be scoped during 2019.

PRIORITY: WE HELP PEOPLE LIVE SAFE AND HEALTHY LIVES AND PLAY AN ACTIVE PART IN THEIR COMMUNITY					(performance dashboard to 31 March 2019)
OUTCOME	INDICATOR	OUT-LOOK	MEASURE	TARGET	PERFORMANCE AND COMMENTARY
People are helped to live safe and healthy lives	Number of people helped to live "safe and well"	↔	Number of vulnerable children and adults helped to live more secure and independent lives, supported by safe and well visits	6,248	Trading Standards programmes for vulnerable adults & children: Q4 target 2,500, actual = 2,383 Gypsy & traveller site fire safety visits: annual target 90, 49 complete at end March. Safe & well visits: March target 3,660, actual = 3,681. Work experience placements: Q4 target 4, actual = 7. Fire prevention campaigns: March target 10,946, actual = 60,149. Fire cadets: Q4 target 3,040, actual = 2,742. Trading Standards risk reduction activities for children & young adults: Q4 target 650, actual = 250
			Number of children better educated to live safer and healthier lives	14,168	
	Emergency response times	↔	More people alive as a result of our prevention, protection and emergency response activities	1,000	Road Traffic Collision fatalities: March target 22, actual = 29. We launched 'The Fatal 4 It's Not Worth The Risk' campaign across five sites in the county with great publicity in the media. Our media reach to date is 409,205. We've had 465 views on OCC's webpages which makes it one of the best performing road safety stories this year. Facebook engagement is 15%: one of the most engaging posts this year. The campaign continues to run through April with media events and collaborative events with TVP and FRS Partners. Co-responding calls: March target 863; actual = 151. Co-responding ceased in all but one of our stations (Thame) from September 2017 due to National pay negotiations, which remain unclear. Rescues from primary fires: March target 17, actual = 32. Special service rescues: March target 206, actual = 370. Fatalities from primary fires: March target 5, actual = 2
			% of emergency call attendances made within 11 minutes	80%	% response standards <11mins: March target 80% March actual – 89.57%
			% of emergency call attendances made within 14 minutes	95%	% response standards <14mins: March target – 95% March actual – 96.55%
	Prevalence of healthy lifestyles	↑	% of eligible population 40-74 who have been invited for NHS Health Check since Apr '14	97%	99% Data is published quarterly in arrears – last update March 2019
			% of eligible population 40-74 who have received a NHS Health Check since Apr '14	49%	51% Data is published quarterly in arrears – last update March 2019
	Numbers of people receiving support for drug and alcohol dependency	↔	Rate of successful quitters per 100,000 smokers 18+ (reported a quarter in arrears)	> 2,338	2,929 Data is published quarterly in arrears – last update March 2019
			Number of users of OPIATES that left drug treatment successfully (free of drug(s) of dependence) who do not then re-present to treatment again within 6 months as a percentage of the total number of opiate users in treatment.	>6.6%	9.7% Data is published 2 months in arrears – last update February 2019
			Number of users of NON-OPIATES that left drug treatment successfully (free of drug(s) of dependence) who do not then re-present to treatment again within 6 months as a percentage of the total number of non-opiate users in treatment.	>36.6%	49.4% Data is published 2 months in arrears – last update February 2019
			Number of users of ALCOHOL ONLY that left treatment successfully (free of alcohol dependence) who do not then re-present to treatment again within 6 months as a percentage of the total number of ALCOHOL ONLY users in treatment.	>38.6%	55.6% Data is published 2 months in arrears – last update February 2019
	Proportion of people walking & cycling	↔	% overall levels of cycling	targets not set	New measures will be in use from April 2019
			% of journeys to work by cycling		
			% of journeys to school by walking/cycling		
People play an active part in their communities	Rates of volunteering	↔	Number of environmental volunteer hours generated through county council activities	Reporting only	1784 volunteer hours in 2018-19. TVERC (Thames Valley Environmental Records Centre) activities generated 1264 hours of volunteer time (worth £17,064) and the Lower Windrush Valley Project 520 hours. The Wychwood Project became independent from OCC in 2018, so figures are no longer included. <u>Library Volunteer Hours</u> : 2,937 (slight increase on monthly average, reflects continued growth of volunteering). History Centre volunteer hours: 127.5 hours
			Number of volunteer hours contributed to library & history services		
	Prevalence of services provided by communities	↑	Number of town or parish councils with devolved service responsibilities	Reporting only	129 town or parish councils
			Number of opportunities for daytime care services listed on the Live Well website	Improve on baseline	March: 1780
			% of Councillor Priority Fund monies allocated to a) Community Groups, b) town or parish councils, c) direct services	Reporting only	March: 57% of £945k allocated = £539,008.26, of which: <ul style="list-style-type: none"> 63.6% to Community Groups = £342,620.83 10.3% to direct services = £55,434.03 26.1% to Town/Parish = £140,953.40

PRIORITY: WE PROVIDE SERVICES THAT ENHANCE THE QUALITY OF LIFE AND PROTECT THE LOCAL ENVIRONMENT					(performance dashboard to 31 March 2019)
OUTCOME	INDICATOR	OUT-LOOK	MEASURE	TARGET	PERFORMANCE AND COMMENTARY
Our quality of life in Oxfordshire is enhanced	Condition of highways	↑	A and B Classified road network where carriageway maintenance should be considered	33%	32.48% - figure at end of Feb 2019. Will be updated in an annual survey due for completion in June/July 2019.
			Defects posing immediate risk of injury are repaired within 24 hours	100%	Q3: 99.77% Jan: 99.78% for Apr 18 to Jan 19. Now includes all City defects. No March update as we are still compiling data from February and March
			Defects creating potential risk of injury repaired within 28 calendar days	90%	Q3 78.83% Apr – Jan 77.17%. Now includes all City defects. This figure continues to be influenced by the adverse weather at the beginning of 2018. No March update as we are still compiling data from February and March.
			Current status of pothole enquiries reported on FixMyStreet during the calendar month prior to reporting date	Reporting only	At 11 April: of 2474 enquiries reported during February: Open or with contractor 20% - Closed (complete or No Further Action) 80%.
			Km of highway resurfaced as % of total	0.6%	2.6% incl. all surface treatments as detailed: 0.3% (12.35Km out of 4182Km) Total Area of Resurfacing; 2.3% (95.04Km out of 4182 Km) Total Surface Treated
			% of highway maintenance construction, demolition and excavation waste diverted from landfill	90%	Feb 99.6%. No March update as we are still compiling data from February and March
	Funding secured through planning obligations	↑	A minimum of 70% of S106 agreements involving contributions to county council infrastructure are completed within 6 months of District Committee resolutions	70%	At end March: 80%
			Monies secured in S106 agreements represent at least 85% of the sums identified as necessary through the corresponding Single Response process	>85%	31 Mar: secured 64% of the level of contributions sought via the Single Response process. Shortfall is from one S106 for the former Didcot A site, which straddles the SODC/Vale border. When the Single Response was submitted CIL (Community Infrastructure Levy) was not operational in either district but had become so in SODC when the application was considered at planning committees. So various non-transport contributions could not be secured in relation to the scale of development within the SODC part of the site. All the corresponding contributions in the Vale part of the site were secured. If this anomaly were removed from the data the specific measure was achieved at 100%.
	Levels of public transport use	↔	% of work trips made by public transport	targets not set	Baseline and targets for work trips being developed for 2019-20.
			% satisfaction with bus use		
Rates of access to cultural services	↔	% bus reliability	Reporting only	Number of Library visitors: 193,166 (Daily average: very small increase on monthly average, as expected). New members: 2,062 (slight increase on monthly average). Museums Service visitors: Feb total 9,032. History: Visitors 350; face-to-face enquiries: 352; documents produced: 949; remote enquiries: 346; website hits/visits: 65,557; social media engagements: 640	
		Numbers of visitors to our libraries, history and archives services			
Our local environment is protected	Percentage of planning decisions on time	↑	80% of District Council planning applications are responded to by us within the agreed deadline	80%	End Feb = 67% (38 of 57)
			50% of Mineral and Waste applications are determined within 13 weeks	50%	We determined 1 out of 1 applications within target during March, 100% vs. the target of 50%. Cumulative total for the year from 1st April 2018 is 28 out of 31 = 90%.
	Levels of carbon emissions	↔	Average 3% year on year reduction in carbon equivalent emissions from county council estates and activities	3%	12% emission reduction achieved across the corporate estate and activities in 2016/17. On track to meet annual target. Activity includes continuing streetlighting upgrades, ongoing monitoring and targeting and installation of electric charging points ready for receipt of new electric pool cars.
	Levels of energy use	↑	% of streetlights fitted with LED lanterns by March 2019	18%	March: 11,565 LED units from 59,858 Street lights (19.32% of asset total).
	Air quality	↔	Establishment of partnership working with District Councils and defining future work programme.	Reporting only	Work continues with the Districts. New measures will be used from April 2019
	Proportion of household waste re-used, recycled or composted	↔	% of household waste recycled, composted and re-used in Oxfordshire	60%	In 2017/18 performance was 58.15% - Oxfordshire was the top County Council Waste Disposal Authority in England. The provisional end of year result for 2018/19 is 58.62%, to be confirmed by Defra in Dec 2019. This shows an increase in performance compared to last year. Nationally there is a trend of plateauing recycling rates. We are working with the District & City authorities and our HWRCs to increase recycling and reduce residual waste. Government has released the Resources & Waste Strategy for England which will impact on future performance
			% of household waste sent to landfill	Under 5%	The provisional end of year result for 2018/19 is 3.23%. Due to be confirmed by Defra in December 2019. A good end of year result largely as a result of a waste shredding trial.
% of household waste recycled, composted and re-used at Oxfordshire Household Waste Recycling Centres			59%	The provisional end of year result for 2018/19 is 61.73%. Due to be confirmed by Defra in December 2019. A late upturn in the result is due to correcting data from earlier in the year.	
		% of people satisfied with Oxfordshire Household Waste Recycling Centres	95%	The annual customer satisfaction survey was completed in March 2019 and 96.3% of those asked, were satisfied or very satisfied with the HWRC service. This is an improvement on the result from March 2018 of 95.2% and reflects the work which has been completed over the previous 12 months to improve customer service and the appearance of the sites	

PRIORITY: WE STRIVE TO GIVE EVERY CHILD A GOOD START IN LIFE AND PROTECT EVERYONE FROM NEGLECT (performance dashboard to 31 March 2019)						
OUTCOME	INDICATOR	OUT-LOOK	MEASURE	TARGET	PERFORMANCE AND COMMENTARY	
Children are given a good start in life	Prevalence of healthy children	↑	Number of expectant mothers who receive a universal face to face contact at 28 weeks	80%	72.2% at end of March.	
			Percentage of births that have received a face to face New Birth Visit	95%	98.4% at end of March.	
			Percentage of children who received a 12-month review	93-95%	93.4% at end of March.	
			Percentage of children who received a 2-2½ year review	93-95%	89.9% at end of March.	
			Babies breastfed at 6-8 weeks of age	60%	61.4% at end of March.	
			% of Mothers who received a Maternal Mood Review in line with the local pathway by the time the infant is aged 8 weeks.	95%	98.0% at end of March.	
	Number of looked after children	↑		Reduce the number of looked after children (LAC) to the average of our statistical neighbours by March 2019	672	780 children (Q2 764, Q3 794). The number has reduced slightly in the quarter but remains above target. All children are safe (see Ofsted), but this has both workload and financial pressures. 60% of children who become looked after do so within a year of them being on CP Plan. Reducing the CP numbers should have a knock-on to LAC numbers (as has been seen in the Herts Family Safeguarding model). In Oxfordshire we can see a clear link between CP numbers 2 years ago and LAC numbers today, so expect the reduction in CP to follow in LAC.
				Numbers of children's social care assessments	↔	
	Reduce level of enquiries to the Multi-Agency Safeguarding Hub (MASH) to 12,000 in 2018-19	12,000	17,122 by end March (monitoring only)			
	Reduce the level of social care assessments to 6,250 in 2018-19	6,250	End Jan: 5,781 End March: 6154			
	Number of children the subject of protection plans	↑		Reduce the number of children who are the subject of a child protection plan to the average of our statistical neighbours by March 2019	629	Feb: 597 March 605
	Number of children's cases held by permanent staff	↔		Reduce caseloads so that by March 2019 over 80% of staff have caseloads at or below the agreed target level	80%	78% at end Jan 74% at end March
				Invest in the workforce so that by March 2019 80% of cases are held by permanent staff	80%	88% at end Jan 91% at end March
	Children are able to reach their potential	Percentage of children with a place at their first preference school	↔	% of children offered a place at their first preference primary school	Reporting only	88.7% (academic year 18-19)
				% of children offered a place at their first preference secondary school	Reporting only	93.1% (academic year 18-19)
Percentage of children at a good/outstanding school		↔	% of children attending primary schools rated good/outstanding by Ofsted	Reporting only	88.4% (academic year 18-19)	
			% of children attending secondary schools rated good/outstanding by Ofsted	Reporting only	84.2% (academic year 18-19)	
Rates of school attendance		↔		Persistent absence rates in the best quartile nationally by 2019 for secondary schools	Best quartile	14.5%
				Permanent exclusions to remain in the best quartile nationally	Best quartile	38 YTD (end March)
Levels of educational attainment		↔		KS2: % of pupils reaching expected standard in reading, writing, maths	65%	63% N.B. targets under this outcome are for school years (September to August) not financial years (i.e. April-March, the basis of the rest of this report). Measures, targets and performance here describe 17/18 academic year, not 18/19.
				Key Stage 2: progress scores for (i) reading (ii) writing (iii) maths	0.6, 0.1, 0.15	(i) + 0.1 (ii) - 0.3 (iii) - 0.5
				Key Stage 4: average attainment 8 score per pupil	48.2	46.2
				Key Stage 4: average progress score	0.07	-0.01
	Key Stage 4: % of pupils achieving a 5-9 pass in English & maths			52%	46%	
	16-18: average point score per pupil (A level)			Reporting only	31.18	
16-18: average point score per pupil (Tech level)	Reporting only	79%				
16-18: average point score per pupil (Applied General students)	Reporting only	18%				

PRIORITY: WE ENABLE OLDER AND DISABLED PEOPLE TO LIVE INDEPENDENTLY AND CARE FOR THOSE IN GREATEST NEED (performance dashboard to 31 March 2019)					
OUTCOME	INDICATOR	OUT-LOOK	MEASURE	TARGET	PERFORMANCE AND COMMENTARY
Care services support independent living Scope 15	Number of home care hours purchased	↑	Maintain the number of home care hours purchased per week	21,779 hours per week	(Q1 21,708; Q2 21,543, Q3 21,353) March: 21,169
	Number of appropriate safeguarding enquiries	↑	% of safeguarding concerns that result in a safeguarding enquiry	25%	(Q1 21%; Q2 23%, Q3 24%) March: 24%
	Number of people with control over their care	↔	Number of people with personal budgets remains above the national average	16-17 nat. av. 89.4%	(Q1 93%; Q2 92%, Q3 92%) March: 92%
			% of people with safeguarding concerns who define the outcomes they want	> 90%	(Q1 94%; Q2 95%, Q3 93%) March: 93%
			% of people using Adult Social Care services who receive a direct payment remains above the national average	16-17 nat. av. 28.8%	(Q1 35%; Q2 35%, Q3 35%) March: 35%
	Number of people delayed leaving hospital awaiting social care	↔	Reduce the number of people delayed in hospital awaiting social care from an average of 15 per day in March 2018 to 13 by March 2019	13 per day	(Q1 12 people per day; Q2 11 people, Q3 6) End Feb: 4 people per day. All delays (including health and both) showed a reduction of 46.5% in the last 12 months compared to a 10% reduction nationally. Social care delays have dropped by 80% in the last year. Nationally 29% of delays are social care delays; in Oxfordshire 4% of delays were social care
			Reduce the number of people delayed in hospital awaiting both health and social care from an average of 50 per day in March 2018 to 42 by March 2019	42 per day	(Q1 41 people per day; Q2 47, Q3 32) End Feb: 48 people per day.
Proportion of older people supported in the community	↑	Increase from 57% the percentage of older people in long term care who are supported to live in their own home	>57%	(Q1 57.3%; Q2 57%, Q3 56.6%) March: 56.3%	
Homes and places support independent living	Percentage of people who report feeling safe	↔	% of people who use Adult Social Care services who say they feel safe to remain above the national average	16-17 nat. av. 70%	ANNUAL MEASURE. Feb: 74%
	Percentage of people living in safe and suitable housing	↔	Ensure the % of working age (18-64) service users with a learning disability support, who are living on their own or with their family, remains above the national average (76%)	>76%	(Q1 89%; Q2 90%, Q3 90%) March: 90%
			900 Extra Care Housing (ECH) units to be delivered by March 2021	900 by March 2021	Individual units being developed have their own RAG rating, the summary of which is rated as Green for March.

PRIORITY: WE SUPPORT A THRIVING LOCAL ECONOMY BY IMPROVING TRANSPORT LINKS TO CREATE JOBS & HOMES FOR THE FUTURE (performance dashboard to 31 March 2019)					
OUTCOME	INDICATOR	OUT-LOOK	MEASURE	TARGET	PERFORMANCE AND COMMENTARY
Strong investment and infrastructure are secured	Level of investment attracted	↑	Funding secured as % of the yearly investment required to bring the condition of all assets into a good condition (as identified within the Highway Investment Business Case)	95%	(Q3 91% - £32.272m – secured). Feb: 89.4% (£31.725m) secured. Initial investment is lower than expected due to slower growth within the County. Years 2 to 4 will increase to mitigate low year 1 figure.
			Oxfordshire is chosen for 49 new investors/re-investors in total, including 35 Foreign Direct Investments of which are 19 'high value' as defined by Department of International Trade (DIT)	49 and 19	End March 2019: supported over 50 inward investment successes incl. 26 Foreign Direct Investments, 6 of which "higher value" as defined by DIT – supporting at least 1409 jobs in the county.
			We participate in 20 funding bids for innovation submitted to support the Smart Oxford programme	20	Target met
			Businesses given support to grow through Trading Standards interventions or fire risk inspections	3,332	Building Regs consultation responses: March target 1,578, actual 822 Fire safety audits completed: March target 341, actual 408 Trading Standards business interventions: Q4 target 750, Q4 actual 1,814 Trading Standards business advice given: Q4 target 640, Q4 actual 476 Trading Standards business newsletter recipients: Q4 target 100, actual 0 Despite three out of the five measures in this section that have not met target, the overall picture is good. The outturn is 3409 compared to the target of 3332.
	Production of Joint Statutory Spatial Plan	↔	Progress with production of the Oxfordshire Joint Statutory Spatial Plan (JSSP)	Set up and plan	The JSSP Programme is being revised and developed
	Number of new homes	↔	We enable the construction of 100,000 new homes by 2031 We enable 148 new affordable housing starts by March 2019	100,000 by 2031 148	
	Levels of disruption to journeys by roadworks	↔	Number of roadworks days saved through active intervention	Reporting only	(Q3 204 days). 1-28 Feb 2019: 283 days saved. 1-31 March: 112 days saved (for 17 formal and 95 informal duration challenges).
	Level of transport connectivity	↔	Journey times by public transport (rail/bus) between main centres: a) between Oxford and main growth locations (Bicester, Witney, Didcot etc), b) Cross-Oxfordshire, e.g. Didcot to Bicester, c) Regional/National, e.g. Oxford to Milton Keynes	Reporting only	Baseline and targets are being developed for use in 2019-20.
	Level of access to online and digital services	↑	The absolute number of premises we have enabled to have access to superfast broadband within Oxfordshire, via our contract with BT	78,000	End Dec: 76,877 End March: 77,114
			The % of premises in Oxfordshire with access (via either our contract or commercial providers) to superfast/ultrafast/full fibre broadband	96.8%	End Dec: 96.96% End March: 97.02%
The % of premises in Oxfordshire without access to at least Basic Broadband (at least 2Mb/s) or OFCOM 'acceptable' broadband (10Mb/s)			2Mb or gtr. <0.33% 10Mb or gtr. <1.4%	2Mbps or gtr. 0.31% (31 Dec 2018) End March: 0.30% 10Mbps or gtr., 1.28% (31 Dec 2018) End March: 1.23%	
Local businesses grow and provide employment	Employment rates	↔	% of Oxfordshire residents aged 16-64 in employment (against GB rate Jul 17 to Jun 18 of 75%)	Reporting only	Jan-Dec 2018: 81.3% of Oxfordshire residents aged 16-64 in employment vs Jan-Dec 2018 GB rate of 75.1%
	Business numbers	↔	Numbers of births, deaths and survivals of businesses in Oxfordshire (annual ONS data)	Reporting only	Dec 2018 figures (next ONS update due in November 2019): Business births: 3,450 in 2017 (down 4% on 2016); business deaths: 3,130 in 2017 (down 2% on 2016). Business survivals: 48.7% surviving 5 years later (was 49.3%).
	Numbers of apprenticeships	↔	Number of apprenticeships employed by the county council and maintained schools	80	March's tally is 121 apprentices. Roles include Civil Engineering, Business Administration, ICT, Paralegal, Surveying, HR, Data Analysis and Digital Media. This includes OCC staff carrying out an apprenticeship as part of CPD.
	Levels of workforce	↔	Oxfordshire County Council Full-Time Equivalent (FTE), excluding schools	Reporting only	End of March 2019: 4023.66 FTE
Total spend on agency staff as proportion of our annual salary budget			Reporting only	End of March 2019: 2.76% of annual salary budget	
			To reduce the turnover rate of direct care staff to beneath the regional average by March 2019	<28.5%	Annual reporting only. Oxfordshire turnover rate has increased, but not as much as elsewhere in the region, so is now below the regional average.

Financial outturn position

Revenue

As set out in the table opposite there was an overall increase in General Balances (County Fund) of £2.3m in 2018/19. This was made up of an overspend of £8.6m on service expenditure offset by additional interest, additional grant funding, additional business rates, lower cost of capital financing and unused contingency totalling £9.1m. This gave an overall Council underspend of £0.5m. During 2018/19 it was also agreed that an additional £2.9m of income relating to divested treasury management funds would be transferred to balances and that £1.1m relating to deficit balances of schools converting to academy status would be funded from balances.

General balances at 31 March 2019 were £28.0m. This is £11.7m above the 2018/19 risk assessed level. As agreed by Council in February 2019, £6.0m was transferred from general balances to the Transformation Reserve on 1 April 2019.

In the Financial Statements, the increase in General balances is split between the impact of the transition to IFRS 9 and the increase in year arising from the provision of services:

£m	
0.365	Restatement on transition to IFRS 9
1.887	Increase in year
<u>2.253</u>	Total Increase in General Balances

	Original Budget £'000	Final Budget £'000	Actual Net Exp £'000	Variation Final Bgt £'000
Directorates				
People	315,517	291,321	300,402	9,081
Communities Resources	98,980	104,804	104,553	-251
	19,063	36,233	36,016	-217
	433,560	432,358	440,971	8,613
Strategic Measures				
Capital Financing	24,065	24,070	23,810	-260
Interest on Balances	-6,015	-6,020	-9,887	-3,867
Unringfenced Government Grants	-13,059	-13,883	-16,248	-2,365
Contingency	7,481	7,340	298	-7,042
Insurance Recharge	0	2,795	2,795	0
Public Health Saving Recharge	-500	0	0	0
	11,972	14,302	768	-13,534
Contributions to/from Corporate Reserves				
Contributions to (+) / from (-) reserves	-10,090	-10,118	-8,061	2,057
	-10,090	-10,118	-8,061	2,057
Funding				
Revenue Support Grant	-5,868	-5,868	-5,868	0
Business Rates Top-up Grant	-39,046	-39,046	-39,046	0
Business Rates	-33,170	-33,170	-33,659	-489
Council Tax Requirement	-352,042	-352,042	-352,042	0
Council Tax Surpluses	-5,316	-5,316	-5,316	0
	-435,442	-435,442	-435,931	-489
Overall Surplus (-) / Deficit (+)				
	0	1,100	-2,253	-3,353
Planned Contribution to balances	0	-1,100	0	1,100
Overall Increase (-) / Decrease (+) in General Balances				
	0	0	-2,253	-2,253

There was an overspend of £8.5m on Children's Services of which £4.6m relates to Children's Social Care. This is in the context of an additional £9.5m budget in 2018/19 to meet the significant increase in demand. Despite this, demand for Children's Social Care continues to rise beyond expectations, both locally and nationally. In addition, there was a £3.4m overspend on Special Educational Needs (SEN) Home to School transport. Student numbers have increased by around 18% in the last 12 months and the number of lone or lower occupancy (5 or less students) has increased significantly. This is due to an increase in the number of students with higher complex needs who need to travel alone or in small groups.

There was also a £5.0m overspend on the Dedicated School Grant (DSG) – High Needs Block. This is mainly due to increasing demand for special school places and the need to place children at independent non-maintained schools. This overspend will be met by using the DSG reserves.

The Adult Services budget overspent by £0.6m. A £1.6m overspend on the Better Care Fund Pool and a £2.9m overspend on the Adults with Care and Support Needs Pool was partly offset by a £3.7m underspend on non-pool services and a £0.3m underspend on Commissioning.

The Communities directorate underspent by £0.3m. Underspends of £1.4m on Community Operations and £0.5m on Community Safety were offset by an overspend of £1.6m on Property & Investment.

Reserves have reduced from £96.6m to £92.3m at 31 March 2019.

Capital

The total capital programme expenditure for the year 2018/19 was £102.5m. This was funded by £89.6m of capital grants and other external contributions, £11.2m of developer contributions, £1.4m of revenue contributions and £0.2m of prudential borrowing.

Expenditure incurred during 2018/19 includes 4 completed basic need projects creating almost 500 additional pupil places across primary, secondary and Special Educational Needs (SEN) provision. Work is on site for the expansion of two secondary schools, which are forecasted to be completed within 2019/20 and will create 450 additional pupil places.

Within the Transport programme, £31.0m was spent on structural highways maintenance and £6.2m on projects in and around Headington to improve access. 3.8km of towpath improvements were carried out from Grandpont Nature Reserve to Hinksey Stream funded through Cycle City Ambition and Oxfordshire Growth Deal.

Outlook

The 2019/20 budget and Medium Term Financial Plan to 2022/23 agreed by Council on 12 February 2019 addresses the demand pressures that are expected to continue into the medium term. The Children's Social Care budget has been increased by £8.6m to address the pressure from 2018/19 and allow for 10% growth in the number of looked after children. An additional £1.6m was also agreed for the SEN Home to School Transport budget in 2019/20 and as the overspend increased significantly towards the end of the Service & Resource Planning process, corporate contingency was also increased by £2.2m to meet the increasing demand.

There are further savings and funding increases in the agreed MTFP which are to be delivered up to 2022/23 totalling £63.7m. Of this, £44.8m savings relate to transformation, and £18.9m relate to non-transformation savings and funding increases. Funding of £13.5m has been made available to support the costs associated with delivering transformation savings from 2019/20. Further funding will be needed to meet the full implementation costs over the programme period, including costs of redundancies. This will need to be considered as part of the Service & Resource Planning process for

2020/21 and will need to be found from reserves, other one-off funding sources, or as a first call against expected savings.

The risks in the budget largely relate to the demand led budgets in particular children's social care, SEN Home to School Transport and services for children with special educational needs and disabilities (funded from the High Needs Block of DSG). There is also a range of pressures and uncertainties in adult social care, particularly in relation to growing demand and the potential consequences of pressures on the health system. To help mitigate these risks, a contingency budget of £7.6m, has been built into the 2019/20 budget, which will provide some degree of a safety net.

The level of the Council's total reserves is sufficient to provide both general balances to manage the impact of unexpected events in line with the risk assessment; and the setting aside of earmarked reserves to meet known or anticipated liabilities.

Balance Sheet

At 31 March 2019 the liabilities of the County Council were more than its assets, resulting in negative net assets of £87.4m. This negative position is a result of a large increase in the pension liability which is explained in more detail on Note 18 (Retirements Benefits).

Basis of Preparation and Presentation

The council produces a Statement of Accounts to provide transparency about the council's finances, to give assurance to stakeholders that public money has been properly accounted for and that the financial standing of the council is on a secure basis.

The accounts (including notes to the accounts) for 2018/19 are set out on pages 26 to 99.

The accounts bring together all the council's financial statements for the year 2018/19 and show its financial position as at 31 March 2019. The statements reflect both revenue and capital elements for the General Fund, including transactions relating to joint operations with other local authorities and health bodies. The County Council is the administering authority for the Oxfordshire Local Government Pension Fund. As such, the Fund accounts are included as a disclosure within the Council's accounts.

The Statement of Accounts must provide a 'true and fair' view of the Council's financial position at 31st March 2019 and of its income and expenditure for the 2018/19 financial year. When preparing the accounts consideration is given to the materiality of information. Disclosure of information is made where omitting it could be misleading or inhibit the true and fair view.

Expenditure and Funding Analysis

The objective of the Expenditure and Funding Analysis is to demonstrate to council tax payers how the funding available to the authority (ie government grants, council tax and business rates) for the year has been used in providing services in comparison with those resources consumed or earned by authorities in accordance with generally accepted accounting practices. The Expenditure and Funding Analysis also shows how this expenditure is allocated for decision making purposes between council's directorates. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

Financial Statements

Comprehensive Income and Expenditure Statement	Shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation position is shown in both the Expenditure and Funding Analysis and the Movement in Reserves Statement.
Movement in Reserves Statement	Shows the movement from the start of the year to the end on the different reserves held by the authority, analysed into 'useable reserves' (ie those that can be applied to fund expenditure or reduce local taxation) and other 'unusable reserves' (for example the Revaluation Reserve which holds unrealised gains and losses or the Capital Adjustment Account which holds adjustments between the accounting basis and funding basis under regulations). This statement shows how the movements in year of the authority's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and the statutory adjustments required to return to the amounts chargeable to council tax for the year. The Net Increase/Decrease line shows the statutory General Fund Balance in the year following those adjustments.
Balance Sheet	The balance sheet shows the values as at 31 March 2019 of the assets and liabilities recognised by the authority. The net assets of the authority (assets less liabilities) are matched by the reserves held by the authority, analysed between 'useable' and 'unusable' reserves.
Cash Flow Statement	This summarises the changes in cash and cash equivalents during 2018/19. The statement shows how the authority generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the authority are funded by way of taxation and grant income or from the recipients of services provided by the authority. Investing activities represent the extent to which cash flows have been made for resources which are intended to contribute to the authority's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (ie borrowing) to the authority.

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Notes to the accounts

The Notes to the Accounts explain and provide further detail behind the key items and entries within the Financial Statements. They consist of:

- Expenditure and Funding Analysis – Compares the net expenditure as funded by taxation with the accounting cost of providing services as presented in the Comprehensive Income and Expenditure Statement.
- Notes to the Accounts – Which explain some of the key items and disclosures in the accounts.
- Pension Fund Accounts – These are the accounts of the Pension Fund, which is operated for employees of the County Council, district councils and other bodies.
- Statement of Responsibilities for the Statement of Accounts – Outlines the key responsibilities in respect of the accounts, together with statements from the Chief Finance Officer and Chairman of the Audit & Governance Committee.

The County Council’s Responsibilities

The County Council 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. For Oxfordshire County Council, that officer is the Director of Finance
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets

The Audit & Governance Committee has examined these accounts and authorised the Chairman to approve the statement of accounts on its behalf.

Signed:

Date

Chairman of the Audit & Governance Committee

The Responsibilities of the Director of Finance

The Director of Finance is responsible for the preparation of the County Council’s Statement of Accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 (‘the Code of Practice’).

In preparing this Statement of Accounts, the Director of Finance has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent
- complied with the Code of Practice

The Director of Finance has also

- kept proper accounting records which were up to date
- taken reasonable steps for the prevention and detection of fraud and other irregularities

Certificate

I certify that the Statement of Accounts gives a true and fair view of the financial position of the County Council and its income and expenditure for the year ended 31 March 2019.

Signed:.....

Date

LORNA BAXTER
Director of Finance

A description of the purpose of the Expenditure Funding Analysis note is included in the Narrative

Note: The Council has implemented changes to its accounting policies for financial instruments this year. In accordance with the requirements of the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, prior year comparative figures have not been restated. Instead, the new policies have been adopted in 2018/19, by restating opening balances for the year.

2017/18 (Restated)*			2018/19			
Expenditure chargeable to the County Fund	Adjustments between funding and accounting basis	Net Expenditure in the Comprehensive Income and Expenditure Statement	Notes	Expenditure chargeable to the County Fund	Adjustments between funding and accounting basis	Net Expenditure in the Comprehensive Income and Expenditure Statement
£'000	£'000	£'000		£'000	£'000	£'000
94,208	30,540	124,748	Communities	112,107	44,026	156,132
308,094	65,076	373,170	People	300,402	33,493	333,895
18,204	2,052	20,256	Resources	28,462	8,196	36,658
	-2,778	-2,778	Other Corporate Costs	0	24,061	24,061
420,506	94,890	515,396	Service Costs	440,970	109,776	550,746
			Other Income and Expenditure not charged to services	-442,857	-26,858	-469,715
-5,749	59,728	53,979	Surplus (-) or Deficit (+) on Provision of Services	-1,887	82,918	81,031
			Opening County Fund Balance at 1 April	25,719		
19,970			Restatement of Opening Balances	365		
			Restated Balance at 1 April	26,084		
5,749			Add Surplus (-) or deficit (+) on the County Fund for the year	1,887		
25,719			Closing County Fund Balance at 31 March	27,606		

* 2017/18 comparative figures have been restated to reflect the change of Accounting Policy for the treatment of capital grant income used to fund REFCUS which is now shown as income within the relevant service costs rather than as other income not charged to services.

A description of the purpose of this statement is included in the narrative report.

2017/18 (Restated *)				2018/19		
Gross Expenditure £'000	Income £'000	Net Expenditure £'000	Notes	Gross Expenditure £'000	Income £'000	Net Expenditure £'000
157,881	-33,133	124,748	Communities	200,546	-44,414	156,132
713,953	-340,783	373,170	People	690,305	-356,410	333,895
28,311	-8,055	20,256	Resources	39,390	-2,732	36,658
-2,061	-717	-2,778	Other Corporate Costs	24,620	-559	24,061
898,084	-382,688	515,396	Cost of Services	954,861	-404,115	550,746
32,401	-2,564	29,837	Other Operating Expenditure	67,661	-861	66,800
41,474	-8,425	33,049	Financing and Investment Income and Expenditure	42,841	-8,292	34,549
0	-524,303	-524,303	Taxation and Non-Specific Grant Income	0	-571,064	-571,064
971,959	-917,980	53,979	Surplus (-) or Deficit (+) on Provision of Services	1,065,364	-984,332	81,031
			Items that will not be reclassified to the Surplus (-) or Deficit (+) on the Provision of Services			
		-39,621	Surplus or Deficit on revaluation of non-current assets	49		-17,239
		1,101	Impairment losses on non-current assets charges to the revaluation reserve	49		651
		-103,436	Remeasurements of the net defined benefit liability (asset)	18		59,858
		-141,956				43,269
			Items that may be reclassified to the Surplus (-) or Deficit (+) on the Provision of Services			
		-1,316	Surplus or deficit on revaluation of available for sale financial assets			0
		-1,335	Other gains or losses			-3,132
		-2,651				-3,132
		-144,607	Other Comprehensive Income and Expenditure			40,137
		-90,628	Total Comprehensive Income and Expenditure			121,169

* 2017/18 comparative figures have been restated to reflect the change of Accounting Policy for the treatment of capital grant income used to fund REFCUS which is now shown as income within the relevant service costs rather than as other income not charged to services.

Movement in Reserves Statement

A description of the purpose of this statement is included in the Narrative Report

Note: The Council has implemented changes to its accounting policies for financial instruments this year. In accordance with the requirements of the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, prior year comparative figures have not been restated. Instead, the new policies have been adopted in 2018/19, by restating opening balances for the year.

	Notes	County Fund Balance	Earmarked Reserves	Capital Receipts Unapplied	Capital Grants and Contbns Unapplied	Total Usable Reserves	Total Unusable Reserves	Total Reserves
		£'000	£'000	£'000	£'000	£'000	£'000	£'000
Balance at 31 March 2017		19,970	104,381	20,145	42,185	186,681	-269,249	-82,568
Movement in reserves during 2017/18								
Total Comprehensive Income and Expenditure		-53,979	1,335	0	0	-52,644	143,272	90,628
Adjustments between accounting basis and funding basis under statutory provisions	6	50,578	0	2,435	5,885	58,898	-58,898	0
Transfers to / from earmarked reserves	44	9,150	-9,150	0	0	0	0	0
Increase (+) or Decrease (-) In Year		5,749	-7,815	2,435	5,885	6,254	84,374	90,628
Balance at 31 March 2018		25,719	96,566	22,580	48,070	192,935	-184,875	8,060
IFRS 9 Transition								
Remeasurement of impairment	16	-208				-208		-208
Reclassification of financial assets	16, 48	573				573	-573	0
Balance at 1 April 2018		26,084	96,566	22,580	48,070	193,300	-185,448	7,852
Movement in reserves during 2018/19								
Total Comprehensive Income and Expenditure		-81,031	3,132	0	0	-77,899	-43,269	-121,169
Adjustments between accounting basis and funding basis under statutory provisions	6	75,520	0	881	33,049	109,450	-109,450	0
Transfers to / from earmarked reserves	44	7,398	-7,398	0	0	0	0	0
Increase (+) or Decrease (-) In Year		1,887	-4,266	881	33,049	31,551	-152,720	-121,169
Balance at 31 March 2019		27,971	92,300	23,461	81,120	224,852	-338,168	-113,316

Schools balances are held within Earmarked Reserves (see Note 44).

A description of the purpose of this statement is included in the Narrative Report

As at 31 March 2018 £'000		Notes	As at 31 March 2019 £'000 £'000	
	Long Term Assets			
1,140,086	Property, Plant and Equipment	22	1,109,194	
17,937	Investment Property	23	19,989	
1,656	Intangible Assets	25	1,449	
55,000	Long Term Investments	34	40,000	
6,398	Long Term Debtors	35	6,741	
1,221,077	Total Long Term Assets			1,177,372
	Current Assets			
0	Assets Held for Sale	24	0	
53,999	Debtors	36	71,506	
296,356	Short Term Investments	34	360,840	
24,664	Cash and Cash Equivalents	37	34,307	
375,019	Total Current Assets			466,652
	Current Liabilities			
-49,269	Short Term Borrowing	34	-27,059	
-87,687	Short Term Creditors and Revenue Receipts in Advance	39	-120,958	
-4,451	Provisions due within one year	40	-5,219	
-454	Short Term Finance Liability	28,34	-507	
-30,037	Short Term Capital Grants Receipts in Advance	42	-37,704	
-171,898	Total Current Liabilities			-191,446
	Long Term Liabilities			
-7,745	Long Term Creditors and Revenue Receipts in Advance	39	-9,769	
-4,772	Provisions due over one year	40	-3,563	
-323,383	Long Term Borrowing	34	-321,383	
-980,258	Pension Liability	18	-1,113,706	
-18,018	Long Term Finance Liability	28,34	-17,506	
-8,359	Deferred Income	41	-7,433	
-73,603	Long Term Capital Grants Receipts in Advance	42	-92,535	
-1,416,138	Total Long Term Liabilities			-1,565,893
8,060	Net Assets (+) / Net Liabilities (-)			-113,316
	Financed from:			
192,935	Usable Reserves	43-46		224,852
-184,875	Unusable Reserves	47-52		-338,168
8,060	Total Reserves			-113,316

A description of the purpose of this statement is included in the Narrative Report

2017/18 £'000		Notes	2018/19 £'000
53,979	Net (surplus) or deficit on the provision of services		81,031
-111,723	Adjust net surplus or deficit on the provision of services for non-cash movements	53	-169,701
88,189	Adjust for items included in the net surplus or deficit on the provision of services that are investing and financing activities		141,743
30,445	Net cash flows from Operating Activities	54	53,072
-32,035	Investing activities	55	-87,169
24,564	Financing activities	56	24,453
22,974	Net increase (-) or decrease (+) in cash and cash equivalents		-9,644
47,638	Cash and cash equivalents at the beginning of the reporting period		24,664
24,664	Cash and cash equivalents at the end of the reporting period		34,308

1. Summary of Significant Accounting Policies

General

The Statement of Accounts summarises the County Council's transactions for the 2018/19 financial year and its position at the year-end 31 March 2019. It has been compiled in accordance with *The Code of Practice on Local Authority Accounting in the United Kingdom 2018/19* (the *Code*), published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

Except where specifically stated otherwise, the Statement of Accounts is prepared on a historic cost basis, modified by the revaluation of certain categories of assets and financial instruments. The accounts have been prepared on a going concern basis, that is, the accounts have been prepared on the assumption that the functions of the County Council will continue in operational existence for the foreseeable future.

Accruals of Income and Expenditure

Activity is accounted for in the year that it takes place, not simply when the cash payments are made or received.

Where income and expenditure has been recognised, but the cash has not been received or paid, a debtor or creditor for the relevant amount is recognised in the Balance Sheet. Where it is doubtful that debts will be settled, the balance of debtors is reduced and a charge is made to revenue for the income that might not be recoverable.

Government Grants and Contributions

Government grants and third party contributions are accounted for on an accrual basis and are recognised in the Statement of Accounts when there is reasonable assurance that the County Council will comply with the conditions attached to their payment and that the grants or contributions will be received.

Grants and contributions relating to capital and revenue expenditure are recognised immediately in the Comprehensive Income and Expenditure Statement as income, except to the extent that the grant or contribution has

a condition that the County Council has not satisfied. Conditions are stipulations that require the grant or contribution to be returned to the provider if the terms of the grant or contribution are not met.

Monies advanced as grants or contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors (capital monies within Capital Grants Receipts in Advance). When conditions are satisfied, the grant or contribution is credited to the relevant directorate line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income line (un-ringfenced revenue grants and all capital grants and contributions) in the Comprehensive Income and Expenditure Statement.

Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement are reversed out of the County Fund Balance in the Movement in Reserves Statement - where the grant/contribution has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied reserve; where it has been applied, it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied reserve are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

Government grants and third-party contributions and donations are recognised as due to the Council when there is reasonable assurance that the Council will comply with any conditions that would require repayment of the grant or contribution if not met, and the grants and contributions will be received.

Grants and contributions are credited to the Comprehensive Income and Expenditure Statement when recognised as due to the Council (i.e. specific revenue grants and contributions are credited to the relevant service line in the Cost of Services, and capital grants and contributions and non ring-fenced grants are credited to Taxation and Non Specific Grant Income and Expenditure).

Where specific revenue grants and contributions are credited to the Comprehensive Income and Expenditure Statement, but the associated expenditure has not yet been incurred, the grant is set aside in an Earmarked Revenue Reserve so that it can be matched with the expenditure in a subsequent year.

Capital grants and contributions are reversed out of the General Fund Balance in the Movement in Reserves Statement and are transferred to the Capital Adjustment Account (if the grant eligible expenditure has been incurred); or to the Capital Grants Unapplied Account.

Revenue grants and contributions that have been credited to the relevant directorate line in the Comprehensive Income and Expenditure Statement that remain unapplied as at the Balance Sheet Date and are required to meet committed expenditure in future years are transferred to an earmarked reserve through the Movement in Reserves Statement.

Council tax and business rates income

The council tax and business rates income included in the Comprehensive Income and Expenditure Statement (CIES) for the year is the accrued income for the year. The difference between the income included in the CIES and the amount required by regulation to be credited to the County Fund is taken to the Collection Fund Adjustment Account and included as an adjusting item in the Movement in Reserves Statement.

The district councils in Oxfordshire are acting as agents of the County Council in collecting council tax and business rates. The cash collected from council tax payers and business rates payers belongs proportionately to the district councils and the major preceptors. There is therefore a debtor/creditor position between each district council and the County Council to recognise that the net cash paid to the County Council in the year is not the same as its share of cash collected. The County Council recognises its share of council tax and business rates debtor and creditor balances, impairment allowances for doubtful debts and provisions for losses on

appeal in its Balance Sheet. The Cash Flow Statement of the County Council includes the net council tax and business rates cash received from the Collection Fund in the year.

Employee Benefits

Benefits Payable during Employment

Short-term employee benefits are recognised as an expense in the year in which employees render service to the Council.

Termination Benefits

Termination benefits are charged, on an accruals basis, to the relevant service line in the Comprehensive Income and Expenditure Statement at the earlier of when the Council can no longer withdraw the offer of those benefits or when the Council recognises costs for a restructuring.

Post-Employment Benefits

The County Council participates in four pension schemes:

- The Local Government Pension Scheme;
- The Fire-fighters' Pension Scheme;
- The Teachers' Pension Scheme; and
- The NHS Pension Scheme.

These schemes provide defined benefits to members. However, the arrangements for the teachers' pension scheme and the NHS pension scheme mean that liabilities for these benefits cannot be identified to the County Council. These schemes are therefore accounted for as if they are defined contributions schemes – no liability for future payment of benefits is recognised in the Balance Sheet and the relevant service lines in the Comprehensive Income and Expenditure Statement are charged with the employer's contributions payable in the year.

The County Council also has restricted powers to make discretionary awards of retirement benefits in the event of early retirements. Any liabilities

estimated to arise as a result of an award are accounted for on the same basis as defined benefit schemes.

For the schemes treated as defined benefit schemes the Cost of Services includes:

- Current service cost – the increase in the present value of a scheme’s liabilities resulting from employee service in the current period. This is included in the relevant directorate line within the Cost of Services.
- Past service cost – the increase in the present value of the scheme liabilities for employee service in prior periods, resulting from a scheme amendment or curtailment. This is included in Other Corporate Costs within the Cost of Services.
- Gain/loss on settlement – changes in liabilities relating to actions that relieve the County Council of primary responsibility for a pension obligation. This is included in Other Corporate Costs within the Cost of Services.

The net interest on the defined benefit liability (asset) – the change during the period in the net defined benefit liability (asset) that arises from the passage of time - is included in the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement. Remeasurements comprising actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuary has updated their assumptions – and the return on scheme assets, excluding amounts included in net interest on the net defined liability (asset), are recognised in Other Comprehensive Income and Expenditure within the Comprehensive Income and Expenditure Statement.

Scheme assets attributable to the County Council are measured at fair value as at the Balance Sheet date. Scheme liabilities attributable to the County Council are measured on an actuarial basis using the projected unit method. The net pensions liability is recognised in the Balance Sheet.

The amount chargeable to the County Fund for providing pensions for employees is the amount payable for the year in accordance with the statutory requirements governing each particular pension scheme. Where this amount does not match the amount charged to the Surplus or Deficit on the Provision of Services for the year the difference is taken to the Pensions Reserve via the Movement in Reserves Statement.

Fire-fighters injury awards are disability benefits paid by the County Council that do not form part of the fire-fighters pension scheme. However, the measurement of these long-term benefits is subject to the same degree of uncertainty as the measurement of fire-fighters post-employment benefits and therefore they are accounted for in the same way as fire-fighters post-employment benefits.

Property, Plant and Equipment

Assets that have a physical substance and are held for use in the production or supply of goods or services, or for administrative purposes and that are expected to be used during more than one financial year are classified as Property, Plant and Equipment. These include operational land and buildings, vehicles, plant and equipment, surplus assets, assets under construction and infrastructure.

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that future economic benefits or service potential associated with the item will flow to the County Council and the cost of the item can be measured reliably. This excludes expenditure on routine repairs and maintenance, which is charged directly to service revenue accounts as an expense when incurred.

Assets are initially measured at cost, comprising:

- The purchase price

- Any costs attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management
- The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located (this only applies when the County Council has an obligation to carry out such activities when the item is acquired, constructed or installed)

The County Council does not capitalise borrowing costs incurred whilst assets are under construction.

Property, Plant and Equipment is subsequently carried in the Balance Sheet using the following measurement bases:

- Infrastructure, community assets and assets under construction – depreciated historic cost
- Other Property, Plant and Equipment assets (excluding surplus assets) – current value, determined as the amount that would be paid for the asset in its existing use
- Surplus assets – fair value (at highest and best use), determined as the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date

Where there is no market-based evidence of current value because of the specialist nature of an asset, depreciated replacement cost is used as an estimate of current value.

Where non-property assets have short useful lives or low values (or both), depreciated historic cost basis is used as a proxy for current value.

A *de minimis* level of £20,000 is applied for land and buildings and £15,000 for vehicles and plant, other than for schools local capital spend where a *de minimis* of £2,000 is applied.

Revaluations of property assets are undertaken on a three-year rolling programme as shown below. Material changes to asset valuations are adjusted in the interim periods.

		Date of Last Revaluation	Date of Next Revaluation
Year 1	Secondary and Special Schools, Other Educational Premises (Children’s, Youth and Sports Centres), Surplus Assets and properties not re-valued.	2014/15 for Secondary and Special Schools. 2013/14 for other education premises	2018/19
Year 2	Primary, Nursery, Junior and Infant Schools	2015/16	2019/20
Year 3	Social Care Premises, Libraries, Museums and Adult Learning, Fire & Rescue Service Premises, Community Safety, Staff Housing, Central Offices and Highways Depot	2017/18	2020/21

Investment properties valuations are reviewed annually. Assets held for sale are revalued at the point of reclassification to that category.

Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Surplus or Deficit on the Provision of Services where they arise from the reversal of a loss previously charged to a directorate.

Decreases in valuations are accounted for as follows:

- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written

down against that balance (up to the amount of the accumulated gains)

- Where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant directorate in the Comprehensive Income and Expenditure Statement

Assets are assessed each year as to whether there is an indication of impairment. Where indications exist and the recoverable amount of the asset is materially lower than the carrying amount, an impairment loss is recognised for the shortfall. Where impairment losses are identified they are accounted for in the same way as decreases in valuations.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant directorate, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

Depreciation of Property, Plant and Equipment

Depreciation is provided for on all Property, Plant and Equipment with a finite life, which is determined at acquisition or revaluation. Assets in the course of construction are not depreciated until they are brought into use. Depreciation is an estimation technique that is calculated using the straight-line method with the following asset lives:

- Buildings: 60 years (or less if specified by the valuer)
- Vehicles, plant and equipment: between 5 and 30 years
- IT equipment and infrastructure: between 3 and 5 years
- Infrastructure (roads and bridges): 35 years

Land is determined to have an infinite life and is not depreciated.

Where an item of Property, Plant and Equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately.

Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historic cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Charges to Revenue for Property, Plant and Equipment

Services, support services and trading accounts are charged with a capital charge for all Property, Plant and Equipment used in the provision of services. The charge covers the annual provision for depreciation and revaluation and impairment losses where there are no accumulated gains in the Revaluation Reserve against which the losses can be written off.

The County Council is not required to raise council tax to fund depreciation or revaluation/impairment losses. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement (referred to as Minimum Revenue Provision (MRP)). Depreciation and revaluation/impairment losses are therefore replaced by the MRP contribution in the County Fund Balance by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement.

Disposals and Non-current Assets Held for Sale

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. To be classified as an Asset Held for Sale the asset must meet the following criteria:

- Available for immediate sale in its present condition
- The sale must be highly probable
- Actively marketed at a reasonable sale price

- The sale should be expected to be completed within 1 year

Assets Held for Sale are measured at the lower of their carrying value and fair value less costs to sell at initial reclassification. Gains in fair value are recognised only up to the amount of any previously recognised losses in the Surplus or Deficit on the Provision of Services. Decreases in fair value less costs to sell are recognised in Other Operating Expenditure in the Comprehensive Income and Expenditure Statement. Depreciation is not charged on Assets Held for Sale.

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to Property, Plant and Equipment and valued at the lower of their carrying amount before they were classified as held for sale (adjusted for depreciation or revaluations that would have been recognised had they not been classified as Held for Sale) and their recoverable amount at the date of the decision not to sell.

Assets that are to be abandoned or scrapped are not reclassified as Assets Held for Sale.

When an asset is disposed of, the carrying amount of the asset in the Balance Sheet is written off to Other Operating Expenditure in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals are credited to the same line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Any revaluation gains in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Receipts from the disposal of assets in excess of £10,000 are categorised as capital receipts. Capital receipts are appropriated to the Capital Receipts Unapplied reserve from the County Fund Balance in the Movement in Reserves Statement.

The written off value of assets disposed of is appropriated to the Capital Adjustment Account from the County Fund Balance in the Movement in Reserves Statement so that there is no charge against the Council Tax.

Investment Property

Investment properties are those that are used solely to earn rentals and/or for capital appreciation.

Investment properties are measured initially at cost and subsequently at fair value (at highest and best use), being the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date. Investment properties are not depreciated and are revalued annually according to market conditions. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. Gains and losses on disposal are posted to Other Operating Expenditure. The gains and losses are reversed out of the County Fund Balance to the Capital Adjustment Account (or Capital Receipts Unapplied for disposal receipts over £10,000) in the Movement in Reserves Statement so that they do not impact on Council Tax.

Revenue Expenditure Funded from Capital Under Statute

Capital expenditure on non-current assets not owned by the County Council and grants given by the County Council for capital purposes are charged to the relevant directorate in the Comprehensive Income and Expenditure Statement. In accordance with statutory provisions this expenditure is transferred from the County Fund Balance to the Capital Adjustment Account in the Movement in Reserves Statement, such that there is no impact on council tax.

Private Finance Initiative (PFI) and similar contracts (service concession arrangements)

PFI type contracts involve a private sector entity (the operator) constructing or enhancing property used in the provision of a public service, and operating and maintaining that property for a specified period of time. The operator is paid for its services over the period of the arrangement. Where the County Council controls or regulates the services provided by the operator and controls the residual interest in the property at the end of the

term of the arrangement the contract meets the tests for accounting as a service concession arrangement.

Properties used in service concession arrangements are recognised as Property, Plant and Equipment of the County Council. The original recognition of the assets at fair value (based on the cost to purchase the assets) is matched by the recognition of liabilities for amounts due to the operators to pay for the assets and deferred income where the operator part funds the assets from income from third parties. Once recognised on the Balance Sheet these assets are revalued and depreciated in the same way as other Property, Plant and Equipment owned by the County Council.

The amounts payable to the service concession arrangement operators each year are analysed into five elements:

- The value of services received during the year – charged to the relevant directorate in the Comprehensive Income and Expenditure Statement
- Finance costs – an interest charge on the outstanding finance liability – charged to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- Payments towards the finance liability – applied to write down the Balance Sheet liability towards the operator
- Contingent rents – inflationary increases in the amounts to be paid for the property arising during the contract – charged to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. Note for the County Council's current service concession arrangement there is no inflation applied to the elements of the contract payments relating to the property build costs and therefore no contingent rents.
- Lifecycle replacement costs – recognised as a capital prepayment in the Balance Sheet and transferred to Property, Plant and Equipment when capital works are undertaken.

Deferred income is released to the relevant directorate in the Comprehensive Income and Expenditure Statement on a straight line basis over the service concession period.

Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases.

Where a property lease covers both land and buildings, the land and buildings elements are considered separately for lease classification.

Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets.

Where the County Council is the lessee, property, plant and equipment held under a finance lease is recognised on the Balance Sheet at the commencement of the lease at its fair value at the lease's inception (or the present value of the minimum lease payments, if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred. The lease payments are apportioned between a charge for the acquisition of the interest in the asset – applied to writing down the liability, and a finance charge – charged to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. Once recognised on the Balance Sheet, assets recognised under finance leases are accounted for in the same way as other Property, Plant and Equipment, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life.

Rentals paid by the Council under operating leases are charged to the relevant directorate in the Comprehensive Income and Expenditure Statement on a straight-line basis over the lease period except where the contractual payment terms are considered to be a more systematic and appropriate basis.

Where the County Council leases an asset to others under a finance lease, the asset is written out of the Balance Sheet as a disposal. At the commencement of the lease, the carrying amount of the asset is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. A gain, representing the County Council's net investment in the lease, is credited to the same line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal, matched by a long-term debtor in the Balance Sheet. Finance lease rentals receivable are apportioned between a charge for the acquisition of the interest in the property – applied to write down the long-term debtor (together with any premiums received), and finance income credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

The gain credited to the Comprehensive Income and Expenditure Statement on disposal is required under statute to be treated as a capital receipt. Where a premium has been received, this is posted out of the County Fund Balance to the Capital Receipts Unapplied reserve in the Movement in Reserves Statement. Where the amount due in relation to the lease asset is to be settled by the payment of rentals in future years, this is posted out of the County Fund Balance to the Deferred Capital Receipts Reserve in the Movement in Reserves Statement. When the future rentals are received, the element for the capital receipt for the disposal of the asset is used to write down the long-term debtor and the deferred capital receipts are transferred to the Capital Receipts Unapplied reserve. The written-off carrying amount of the asset on disposal is appropriated to the Capital Adjustment Account

from the County Fund Balance in the Movement in Reserves Statement so that there is no impact on Council Tax.

Where the County Council leases an asset to others under an operating lease, the asset is retained on the Balance Sheet. Rental income is credited to the relevant directorate in the Comprehensive Income and Expenditure Statement on a straight-line basis over the lease period (including any premiums received at the commencement of the lease).

Cash and Cash Equivalents

Cash is represented by cash in hand and bank deposits repayable without penalty on notice of not more than 24 hours. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. The County Council treats the following as cash equivalents:

- Instant Access Call Accounts
- Instant Access Short Term Funds
- Deposits with one working day to maturity from date of deposit

Financial Assets

The Council's business model is to hold investments to collect contractual cash flows. Financial assets are therefore classified as amortised cost, except for those whose contractual payments are not solely payment of principal and interest (ie where the cash flows do not take the form of a basic debt instrument).

Financial assets are classified into three types:

- Amortised cost – assets that have fixed or determinable payments but are not quoted in an active market
- Financial assets at fair value through Other Comprehensive Income – assets that have a quoted market price and/or do not have fixed or determinable payments

- Financial assets at fair value through profit or loss – assets that are part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short-term profit taking

Amortised cost are initially measured at fair value and carried in the Balance Sheet at their amortised cost. Credits to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement for external interest receivable are based on the carrying amount of the asset, multiplied by the effective interest rate for the instrument. For the majority of the County Council’s investments, the effective interest rate is the same as the actual interest receivable in accordance with the loan agreement. Short duration receivables with no stated interest rates (e.g. debtors) are measured at original invoice amount.

The Council recognises expected credit losses on all of its financial assets held at amortised cost.

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations. Credit risk plays a crucial part in assessing losses. Where risk has increased significantly since an instrument was initially recognised, losses are assessed on a lifetime basis.

Where risk has not increased significantly or remains low, losses are assessed on the basis of 12-month expected losses.

The expected credit loss model also applies to lease receivables. Lifetime losses are recognised for trade receivables (debtors) held by the Council.

The County Council has made a number of loans to clients and other organisations at less than market interest rates or zero rate (referred to in the Code as soft loans). For the County Council there are no material differences between the fair value and the nominal value of such loans and no adjustments are made on initial recognition of these loans.

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the carrying value of the asset is reduced through the use of an allowance account and a charge made to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

Any gains and losses arising on the derecognition of assets are credited/debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

Financial assets at fair value through Other Comprehensive Income are initially measured and carried in the Balance Sheet at fair value. Where the asset has fixed or determinable payments, credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest receivable are based on the amortised cost of the asset multiplied by the effective interest rate for the instrument. Where there are no fixed or determinable payments, income is credited to the Comprehensive Income and Expenditure Statement when it becomes receivable.

Assets are maintained in the Balance Sheet at fair value. Values are based on:

- Instruments with quoted market prices – the market price
- Other instruments with fixed and determinable payments – discounted cash flow analysis

The inputs to the measurement techniques are categorised in accordance with the following three levels:

- Level 1 inputs - quoted prices (unadjusted) in active markets for identical assets that the County Council can access at the measurement date
- Level 2 inputs – inputs other than quoted prices included within Level 1 that are observable for the asset, either directly or indirectly

- Level 3 inputs – unobservable inputs for the asset

Changes in fair value are balanced by an entry in the Financial Instruments Revaluation Reserve and the gain/loss recognised in Other Comprehensive Income and Expenditure (except for impairment losses).

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the asset is written down through the use of an allowance account and a charge made to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

Any gains and losses arising on the derecognition of assets are credited/debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement, along with any accumulated gains/losses recognised in the Financial Instruments Revaluation Reserve.

Financial assets at fair value through profit or loss are initially measured and carried in the Balance Sheet at fair value. Movements in fair value are balanced by posting gains and losses to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement as they arise. Any residual gains and losses arising on derecognition are also credited/debited to the Comprehensive Income and Expenditure Statement. The basis of fair value and the inputs to the measurement techniques is the same as for Financial assets at fair value through Other Comprehensive Income.

The carrying amounts of individual financial assets are separated into their current (short-term) and non-current (long-term) elements for presentation within the Balance Sheet.

Financial Liabilities

Financial liabilities are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of the financial instrument.

Financial liabilities are initially measured at fair value and are carried at their amortised cost.

Interest is charged to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement, based on the carrying amount of the liabilities, multiplied by the effective rate of interest for the instruments. This means that:

- The amount included in the Balance Sheet is the outstanding principal repayable, plus accrued interest; and
- Interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Financial liabilities are de-recognised when the obligation is discharged, cancelled or expires.

Debt Redemption

The County Council complies with legislation to charge a Minimum Revenue Provision (MRP) to the County Fund revenue account for the repayment of debt by making a straight-line charge of the outstanding pre-2008 capital expenditure as at 1 April 2017 calculated over a 50-year period and making provision for repayment of prudential borrowing in equal instalments over the estimated life of the asset for which the borrowing is undertaken. In addition, the provision for repayment of debt includes an amount equal to the amount that is taken to the Balance Sheet to reduce the liabilities in respect of PFI and similar contracts and for the prepayment of lifecycle costs relating to these contracts, and an amount equal to the amount that is taken to the Balance Sheet to reduce liabilities in respect of finance leases.

Provisions

Provisions are made where the County Council has a present obligation (legal or constructive) as a result of a past event that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation. Provisions

are reviewed annually and are adjusted to reflect the current best estimate against the appropriate directorate in the Comprehensive Income and Expenditure Statement. When payments are eventually made they are charged directly to the provision.

Insurance

The County Council has a policy of self-insurance of claims across its main insurance categories. In accordance with the Code the insurance provision is set aside to cover insurance claims actually received and awaiting resolution that have been advised to the County Council and which it has been decided to be insured internally rather than externally. Subject to identified contingent liabilities there are no significant unfunded risks.

Contingent liabilities and contingent assets

The County Council discloses contingent liabilities in the notes to the accounts. Contingent liabilities are possible obligations arising from past events and whose existence will be confirmed by one or more uncertain events occurring in the future and are not wholly under the County Council's control. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that there will be a transfer of economic benefits or where the obligation cannot be measured with sufficient reliability.

Financial guarantee contracts come under the definition of financial instruments and are initially recognised in the accounts at fair value. This only applies to guarantees entered into after 1 April 2006. Any entered into before that date continue to be recognised as contingent liabilities. If payment under the guarantee becomes probable the liability would be determined in accordance with the requirement for provisions.

The County Council discloses contingent assets in the notes to the accounts. Contingent assets are possible assets that arise from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one

or more uncertain future events not wholly within the control of the County Council.

Reserves

A reserve, whether capital or revenue, results from events that have allowed monies to be set aside, surpluses, or decisions causing anticipated expenditure to have been postponed or cancelled. These can be spent or earmarked at the discretion of the County Council. Earmarked revenue reserves can be used to set aside available monies for major anticipated capital schemes, for projects or service arrangements that the County Council may wish to carry out, business unit surpluses, service efficiency savings and contingent liabilities where a provision is not required.

Reserves are established and used for different reasons. These include:

- Usable reserves - reserves that can be used at the County Council's discretion to fund either revenue or capital spend
- Unusable reserves - reserves relating to unrealised gains, such as the Revaluation Reserve, that are not "cash backed" and cannot be used to fund future capital or revenue spending and reserves relating to differences between accounting policy and statutory requirements, such as the Capital Adjustment Account.

Earmarked reserves are created by appropriating amounts from the County Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred it is charged to the appropriate directorate. The reserve is then appropriated back into the County Fund Balance in the Movement in Reserves Statement so that there is no net charge against Council Tax for the expenditure.

Group Accounts

The County Council is required to prepare group accounts where it has interests in subsidiaries, associates and/or joint ventures, subject to consideration of materiality. For 2018/19 the County Council did not have

any such interests that are considered material and therefore prepared these accounts only as a single entity rather than as group accounts.

The County Council participates in a number of joint operations (e.g. pooled budget arrangements with the health sector and Oxfordshire Local Enterprise Partnership). The County Council accounts directly (in its single entity accounts) for its part of the assets, liabilities, income, expenditure and cash flows held within or arising from such an arrangement.

There are a number of circumstances where the County Council exercises limited influence and these are disclosed as related parties. Under these circumstances, transactions with these bodies are charged against the appropriate service in the Comprehensive Income and Expenditure Statement, and balances owed by them or to them are included in debtors and creditors.

Schools

Under the Code, local authority maintained schools are considered to be separate entities with the balance of control lying with the Council. The Code requires that the income, expenditure, assets and liabilities of maintained schools be accounted for in the single entity accounts of the Council rather than requiring consolidation in the Group Accounts.

In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual school surpluses and deficits. These are held as usable earmarked reserves and are committed to be spent on schools.

Taxation

The County Council is exempt from income tax, corporation tax and from capital gains tax.

Value Added Tax is excluded from both revenue and capital in terms of both income and expenditure except where the County Council is not able to recover VAT on expenditure.

The County Council incurs landfill tax, which is charged on a tonnage basis to the County Council by its waste disposal contractors.

In addition, the County Council incurs stamp duty land tax on the acquisition of property freeholds and leaseholds, climate change levy on its energy bills and insurance premium tax on its insurance costs. Also, the County Council incurs employer's national insurance contributions based on a percentage of staff salaries.

Where the County Council incurs tax, this cost is charged to directorates in the Comprehensive Income and Expenditure Statement.

Rounding

In preparing the Statement of Accounts all numbers, including totals, have been rounded independently to avoid unacceptable rounding errors. This may mean that some tables do not cross cast.

2. Critical judgements in applying accounting policies

In applying the accounting policies set out in Note 1, the County Council has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Statement of Accounts are:

- The County Council has made an assessment of the balance sheet treatment of schools' non-current assets in accordance with IAS 16 Property, Plant and Equipment and IAS17 Leases. Where assets are owned by the Council and used by maintained schools, the economic benefits and service potential of the asset is considered to be within the control of the Council and therefore the assets are recognised on the Council's balance sheet. Where they are owned by trustees and used by maintained schools (in most cases Voluntary Aided and Voluntary Controlled schools) the Council has assessed that the trustees permit the assets to be used for voluntary education and have not reassigned rights

to the assets to the school or governing body. Therefore the assets are not recognised on the Council's balance sheet. In some cases school sites are part owned by the Council and part by trustees. These assets are treated in line with the above. In accordance with the Schools Standards and Framework Act 1998, ownership of playing fields rests with the Council and these are therefore recognised on the Council's balance sheet (subject to de-minimis valuations). The property valuers, Capita, are informed of changes to the ownership of Council assets by the Council's Legal Services department, and any adjustments to the value of assets as a consequence are reflected in the Council's balance sheet.

- School land and buildings that have transferred to academy trusts under 125 year leases (or where the freehold has transferred) have been written out of the County Council's Balance Sheet based on an assessment in accordance with IAS17 Leases and IAS16 Property, Plant and Equipment. Newly constructed School land and buildings that are the subject of short-term lease/license agreements with academy trusts but are expected to transfer under 125 year leases have also been written out of the County Council's Balance Sheet based on this assessment.
- An assessment under IFRIC 12 Service Concession Arrangements concluded that the County Council controls the residential care services provided under the agreement with Oxfordshire Care Partnership (OCP) and the residual value of all but one of the homes at the end of the agreement. This includes Chilterns Court Care Centre which came into operation during 2016/17. Except for the home where the residual value at the end of the contract rests with OCP, the accounting policies for PFI and similar contracts have been applied to the arrangement and the homes (valued at £32.315m as at 31 March 2019) are recognised as Property, Plant and Equipment on the Balance Sheet. A finance liability has been recognised on the Balance Sheet for the amounts due to be paid under the contract for the new homes built by OCP.

- The County Council is acting as the Accountable Body for the Oxfordshire Local Enterprise Partnership (OxLEP). OxLEP became a company Limited by Guarantee (Not for Profit) in April 2015 (Company Registration Number 09519056). It is a business led organisation that works for all of its stakeholders in business, academia and local authorities. The Board of 18 members is led by a private sector Chairman and Deputy Chairman, supported by the Oxfordshire Growth Board Chairman; a Joint Committee which brings together Local Authority partners in a collective decision-making structure. The Leader of the County Council is a member of the OxLEP Board. The Business representation comes from across all sectors and all sizes of business. It exists to drive the economic growth of Oxfordshire and the creation of Jobs for our communities.
- In accounting for OxLEP it has been assessed that the County Council is acting as the principal in accordance with IAS 18 Revenue and therefore transactions have been included in the County Council's accounts. OxLEP's expenditure is largely funded by government grants for which the County Council is the accountable body and the Council remains exposed to risks such as the repayment of grants in the event of non-compliance. In addition, the council plans to undertake borrowing in 2019/20 on behalf of OxLEP in advance of receipt of Business Rates in the Enterprise Zone, to deliver planned infrastructure improvements. This generates a requirement to increase the Council's Capital Financing Requirement. This means that the Council is not simply acting as an intermediary by passporting funds to OxLEP and is acting beyond the remit of an agent. The Council received £11.813m Local Growth Fund in 2018/19 on behalf of OxLEP, which was applied to capital expenditure during the year. In respect of revenue, the Council received £0.700m core funding from MHCLG, £0.773m relating to European Regional Development Fund grants from MHCLG, £0.205m from the Department for Business, Energy and Industrial Strategy and £0.075m from the Department for Education. OxLEP is preparing financial accounts for

2018/19, along with the Letter of Representation, which are expected to be considered by the OxLEP Board on 25 June 2019. The Board expects to formally adopt these financial accounts at the company's Annual General Meeting in September 2019.

- Based on an assessment in accordance with IFRS 10 Consolidated Financial Statements and IFRS 11 Joint Arrangements, and taking into account materiality, the County Council has concluded that it does not have control or joint control of any other entities and therefore has no associates. There is therefore no requirement to prepare joint financial statements for 2018/19. The County Council is party to some joint operations with other local authorities / health bodies and accounts for these as part of single entity financial statements.

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 The County Council has two pooled budgets with the Oxfordshire Clinical Commissioning Group (OCCG) and one with Oxford Health NHS Foundation Trust. These pooled budgets operate to deliver better outcomes for people supported by Adult Social Care within the People Directorate. Based on an assessment in accordance with IFRS 11 Joint Arrangements and IAS 15 Revenue (in relation to principal and agent transactions), the Pooled Budgets are considered to be joint operations. This means that only expenditure and income attributable to the County Council (and equal to the authority's contribution as set out in Note 8) is included in the Council's accounts.

- The OCCG is the Accountable Body for Oxfordshire's allocation of the Better Care Fund and will be held to account by NHS England for the appropriate use of the resources locally. The Better Care Fund allocation received by OCCG forms part of its contribution to the Better Care Fund Pooled Budget and as such is reported within the OCCG's accounts.

- In accordance with IAS 32 Financial Instruments: Presentation, the County Council determines the short term/long term categorisation of borrowing by reference to the earliest date on which the lender can require payment. The right to increase the interest rate payable without limit, as in a 'Lender Option, Borrower Option' (LOBO) loan, is treated as a right to require repayment. Consequently, LOBOs are classified as short-term where option dates are due within 12 months of the balance sheet date.

3. Assumptions made about the future and other major sources of estimation uncertainty

The Statement of Accounts contains estimated figures that are based on assumptions made by the County Council about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates made.

The items in the County Council's Balance Sheet as at 31 March 2019 for which there is significant risk of material adjustment in the forthcoming year are as follows:

Property, Plant and Equipment

The financial year 2018/19 was year one of a three-year cycle, a total of £168.298m Property, Plant & Equipment assets were re-valued by Greg Stacy MRICS and Carter Jonas. As at 31 March 2019 the County Council had £603.298m of operational land and buildings on its Balance Sheet. The Council's Property, Plant and Equipment have been valued on one of the following three bases under IFRS: Fair Value (Existing Use Value (EUV)) – method used to value operational property assets other than specialised property assets. Depreciated Replacement Cost (DRC) - method used to

value operational property assets of a specialised nature. Fair Value (Market Value) – method used to value property assets held as investments, surplus or for sale. Due to valuation techniques used a 1% Movement in values since the last valuation date would change the reported value of other land and buildings and surplus assets by £6.033m (£5.812m in 2017/18). Buildings are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance of those buildings. Reductions in the budget for repairs and maintenance spending brings into doubt the useful lives assigned to buildings. If the useful life of buildings is reduced, depreciation increases and the carrying amount of the building falls. It is estimated that the annual depreciation charge for buildings would increase by £0.130m for every year that useful lives had to be reduced.

Pensions Liability

Estimation of the net liability to pay pensions (£1,113.706m) as at 31 March 2019 depends on a number of complex judgements relating to the discount rate used, the rate at which salaries and pensions are projected to increase and mortality rates. The assumptions used are set out in the Retirement Benefits Note 18. The County Council uses a firm of actuaries, Hymans Robertson LLP, to provide expert advice about the assumptions to be applied. The discount rate used is based on corporate bond yields that reflect the duration of the employer's liabilities.

The effects on the net pension liability of changes in the discount rate or mortality rates are provided in the sensitivity analysis table in the Retirement Benefits note. However, the assumptions interact in complex ways. During 2018/19, the County Council's actuaries advised that the net pension liability had decreased by £48.799m as a result of the return on plan assets and increased by £106.957m attributable to updating of the assumptions relating to pensions liabilities.

Further uncertainty has been created by the Court of Appeal Judgements in the cases of McCloud and Sergeant regarding age discrimination arising from pension scheme transition arrangements. This has an impact on the net pension liability for the LGPS and Fire Fighter Pension Scheme. The actuary has made assumptions regarding the impact and this has been included in the valuation of the County Council's net liability.

When the LGPS benefit structure was reformed in 2014, transitional protections were applied to certain older members close to normal retirement age. The benefits accrued from 1 April 2014 by these members are subject to an 'underpin' which means that they cannot be lower than what they would have received under the previous benefit structure. The underpin ensures that these members do not lose out from the introduction of the new scheme, by effectively giving them the better of the benefits from the old and new schemes.

In December 2018 the Court of Appeal upheld a ruling ("McCloud/Sargeant") that similar transitional protections in the Judges' and Firefighters' Pension Schemes were unlawful on the grounds of age discrimination. The implications of the ruling are expected to apply to the LGPS (and other public service schemes) as well. The UK Government requested leave to appeal to the Supreme Court but this was denied at the end of June 2019. LGPS benefits accrued from 2014 may therefore need to be enhanced so that all members, regardless of age, will benefit from the underpin. Alternatively, restitution may be achieved in a different way, for example by paying compensation. In either case, the clear expectation is that many more members would see an enhanced benefit rather than just those currently subject to these protections. There will therefore be a retrospective increase to members' benefits, which in turn will give rise to a past service cost for the Fund employers.

Quantifying the impact of the judgement at this stage is very difficult because it will depend on the compensation awarded, members' future salary increases, length of service and retirement age, and whether (and when) members withdraw from active service. Salary increases in particular can vary significantly from year to year and from member to member depending on factors such as budget restraint, job performance and career progression. The Government Actuary's Department (GAD) has estimated that the impact for the LGPS as a whole could be to increase active member liabilities by 3.2%, based on a given set of actuarial assumptions. A full description of the data, methodology and assumptions underlying these estimates is given in GAD's paper, dated 10 June 2019.

The Fund's actuary has adjusted GAD's estimate to better reflect the Oxfordshire County Council Pension Fund's local assumptions, particularly salary increases and withdrawal rates. The revised estimate as it applies to Oxfordshire County Council is that total liabilities (i.e. the increase in active members' liabilities expressed in terms of the employer's total membership) could be 0.73% higher as at 31 March 2019, an increase of approximately £14.4m.

These numbers are high level estimates based on scheme level calculations and depend on several key assumptions.

The impact on employers' funding arrangements will likely be dampened by the funding arrangements they have in place. However, if the judgement is upheld then there will be unavoidable upward pressure on contributions in future years.

There is also uncertainty regarding the impact of Guaranteed Minimum Pension (GMP) requirements. This arises where a pension scheme was 'contracted out' of additional state pension arrangements. If the contracted out pensions benefits are less than the pensioner would have received if the contracting out had not applied the pension scheme would be required to increase the pension paid to reach the GMP.

The UK government website states that :

"Defined benefit pensions schemes that were Contracted-out Salary Related (COSR) schemes before contracting-out ended on 6 April 2016 need to provide a Guaranteed Minimum Pension (GMP) to members for contracted-out service between 6 April 1978 and 5 April 1997. The GMP is payable at age 60 for a woman and at age 65 for a man."

The GMP will be recognised at a 'past service cost'. The actuary has made an assessment for this, and as at 31 March 2019 and has concluded that all GMP increases have already been valued within the liabilities and do not require any further adjustments.

4. Adjustments in the Expenditure and Funding Analysis

This note provides a reconciliation of the main adjustments to the net expenditure chargeable to the County Fund to arrive at the amounts reported in the Comprehensive Income and Expenditure Statement.

Adjustments for Capital Purposes (Note 1)	2017/18 (*Restated)				2018/19			Total Adjustments
	Net Charge for the Pensions Adjustments (Note 2)	Other Differences (Note 3)	Total Adjustments		Adjustments for Capital Purposes (Note A)	Net Charge for the Pensions Adjustments (Note B)	Other Differences (Note C)	
	£'000	£'000	£'000		£'000	£'000	£'000	
18,885	8,348	3,307	30,540	Communities	37,164	8,505	-1,643	44,026
46,009	16,892	2,175	65,076	People	24,466	16,076	-7,049	33,493
1,745	2,120	-1,813	2,052	Resources	819	5,134	2,243	8,196
-11	-3,033	266	-2,778	Other Corporate Costs	52	21,667	2,341	24,061
66,628	24,327	3,935	94,890	Service Costs	62,501	51,383	-4,108	109,776
-68,649	25,899	7,588	-35,162	Other Income and expenditure not charged to services	-60,416	22,207	11,351	-26,858
-2,021	50,226	11,523	59,728	Surplus (-) or Deficit (+)	2,085	73,590	7,243	82,918

* 2017/18 comparative figures have been restated to reflect the change of Accounting Policy for the treatment of capital grant income used to fund REFUCS which is now shown as income within the relevant service costs rather than as other income not charged to services.

Note A - Adjustments for Capital Funding and Expenditure Purposes

Service lines have been adjusted to:

- add in depreciation, amortisation, impairment and revaluation gains/losses and capital expenditure on third party assets which is not recognised on the County Council's balance sheet.
- remove capital expenditure funded from revenue and finance lease/service concession principal repayments which are not chargeable to service expenditure under generally accepted accounting practice.
- transfer expenditure and income for the disposal of assets to 'Other income and expenditure not charged to services'.

Other income and expenditure not charged to services has been adjusted to:

- add in income on disposal of assets and the amounts written off those assets, the movement in the fair value of investment property and capital grants and contributions receivable in the year without conditions or for which conditions were satisfied during the year.
- remove the statutory charge for capital financing i.e. Minimum Revenue Provision which is not chargeable under generally accepted accounting practices

Note B - Net change for the removal of pension contributions and the addition of pension (IAS19) related expenditure and income

Service lines have been adjusted to remove employer pension contributions made by the County Council in accordance with statute and replace with current service costs, past service costs/curtailments and settlements.

Other income and expenditure not charged to services has been adjusted to add in the net interest on the defined benefit liability and adjust for the fire-fighters pension fund top-up grant.

Note C - Other Differences

Service lines have been adjusted to:

- add in expenditure for staff holiday entitlement.
- remove transfers to/from earmarked reserves which did not form part of service expenditure under generally accepted accounting practice.
- transfer expenditure and income for trading operations and financing costs to, and other corporate service costs/income from, the 'Other income and expenditure not charged to services' line.
- remove expenditure recharged from one service to another within the County Council

Other income and expenditure not charged to services has been adjusted to:

- add in the difference between the amount received under statutory regulations for Council Tax and Business Rates notified when the budget was set and the income recognised under generally accepted accounting practices. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.
- remove corporate transfers to/from earmarked reserves which are not recognised as expenditure under generally accepted accounting practice.

5. Analysis of income and expenditure by nature

This note provides an analysis of the income and expenditure that comprises the Surplus or Deficit on the Provision of Services within the Comprehensive Income and Expenditure Statement.

2017/18 £'000	Income and Expenditure	2018/19 £'000
-65,475	Fees, charges and other service income	-67,028
-481,083	Government grants and contributions	-519,056
-3,346	Interest and investment income	-4,262
-365,512	Income from council tax and non-domestic rates	-393,134
-2,564	Proceeds from the disposal of non-current assets	-854
-917,980	Total Income	-984,332
345,337	Employee benefits expenses	376,978
513,038	Other service expenses	545,748
33,004	Depreciation, amortisation, impairments and revaluations	30,221
19,828	Interest payable and similar charges	18,886
28,351	Net interest expense on the pension defined liability	26,096
32,401	Costs from the disposal of non-current assets	67,435
971,959	Total Expenditure	1,065,364
53,979	Surplus (-) or Deficit (+) on the Provision of Services	81,031

6. Adjustments between accounting basis and funding basis under regulations

This note details the adjustments that are made to the total comprehensive income and expenditure recognised by the County Council in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the County Council to meet future capital and revenue expenditure.

2017/18					2018/19					
County Fund Balance	Earmarked Reserves	Capital Receipts Unapplied	Capital Grants & Contbns Unapplied	Unusable Reserves		County Fund Balance	Earmarked Reserves	Capital Receipts Unapplied	Capital Grants & Contbns Unapplied	Unusable Reserves
£'000	£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000
					Adjustments to Revenue Resources					
50,226				-50,226	Pension Costs transferred to (or from) the Pensions Reserve	73,590				-73,590
-2				2	Financial instruments transferred to the Financial Instrument Adjustment Account	-2				2
					Gain or Loss on the valuation of pooled investment funds	2,019				-2,019
				-965	Council Tax and Business Rates transferred to the Collection Fund Adjustment Account	-2,116				2,116
				36	Holiday pay transferred to the Accumulated Balances Account	-215				215
108,821				-108,821	Reversal of entries included in the Surplus of Deficit on the Provision of Services in relation to capital expenditure to the Capital Adjustment Account	148,498				-148,498
					Adjustments between Revenue and Capital Resources					
-2,436		2,436			Transfer of non-current asset sale proceeds to the Capital Receipts Unapplied Reserve	-754		754		
		-514		514	Useable Capital Receipts applied to finance capital expenditure			0		0
-10,015				10,015	Statutory provision for the repayment of debt transferred to the Capital Adjustment Account	-10,220				10,220
-2,386				2,386	Capital expenditure financed from revenue balances transferred to the Capital Adjustment Account	-9,130				9,130
-73,521			-15,154	88,675	Capital grants and contributions applied	-88,957			-4,143	93,100
-21,039			21,039		Capital gains and contributions receivable not applied to finance capital expenditure	-37,192			37,192	
					Adjustments to Capital Resources					
		513		-513	Repayment of loans			127		-127
50,577	0	2,435	5,885	-58,897	Total	75,521	0	881	33,049	-109,451

7. Dedicated Schools Grant (DSG)

The County Council's expenditure on schools is funded primarily by grant monies provided by the Department for Education, the Dedicated Schools Grant (DSG). An element of DSG is recouped by the Department to fund academy schools in the County Council's area. DSG is ringfenced and can only be applied to meet expenditure properly included in the Schools Budget, as defined in the School and Early Years Finance (England) Regulations 2013. The School Budget includes elements for a range of educational services provided on an authority-wide basis and for the Individual Schools Budget (ISB), which is divided into a budget share for each maintained school.

Details of the deployment of DSG receivable for 2018/19 (with comparative figures for 2017/18) are as follows:

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2017/18			2018/19		
Central Expenditure	ISB	Total	Central Expenditure	ISB	Total
£000	£000	£000	£000	£000	£000
		451,295			469,524
		-230,890			-253,794
		220,405			215,730
		7,452			4,765
		-6,748			-4,765
37,670	183,439	221,109			215,730
	-865	-865		348	348
	-1,702	-1,702		87	87
37,670	180,872	218,542	0	435	216,165
-40,593		-40,593	-42,292		-42,292
	-180,636	-180,636		-176,264	-176,264
0	0	0	0	0	0
-40,593	-180,636	-221,229	-42,292	-176,264	-218,556
		7,452			4,765
		4,765			2,374

8. Partnership schemes under section 75 of the National Health Service Act 2006

Oxfordshire County Council, Oxfordshire Clinical Commissioning Group and Oxford Health NHS Foundation Trust are working together to improve services and support for the people of Oxfordshire. Under Section 75 of the National Health Services Act 2006, the council has existing and long-standing agreements to pool resources and deliver shared objectives. The overarching intention is that working together across service areas will lead to better outcomes for service users, more effective decision making, and better use of pooled resources.

Pooled Budget	Better Care Fund Pool		Adults with Care and Support Needs		Mental Health Provider Pool	
Partner	Oxfordshire Clinical Commissioning Group		Oxfordshire Clinical Commissioning Group		Oxford Health NHS Foundation Trust	
Purpose	Commissions services for older people and adults with physical disabilities including care home placements, services supporting community resilience and hospital avoidance (eg. care at home and day time services), prevention and carer support.		Commissions services for adults of working age with a learning disability or mental health assessed needs along with support for people with an acquired brain injury. Services include supported living and residential care placements. Some service users receive direct payments and organise their own care.		Provides integrated health and social care support to adults with Mental Health needs.	
Lead Partner	Oxfordshire County Council		Oxfordshire County Council		Oxford Health NHS Foundation Trust	
	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19
	£'000	£'000	£'000	£'000	£'000	£'000
Total Gross Expenditure	208,757	227,244	151,131	158,556	11,381	10,434
Funded by:						
Council Contribution *	-76,449	-81,224	-83,007	-86,148	-2,390	-2,135
Partner Contribution	-65,350	-75,075	-62,788	-66,814	-8,991	-8,299
Service User Contributions	-26,710	-29,737	-4,143	-4,501		
Better Care Fund	-36,721	-37,130	0	0		
Other External Contribution	-2,186	-1,684	-1,193	0		
Other Income	-1,341	-2,394	0	-1,093		
Total Gross Income	-208,757	-227,244	-151,131	-158,556	-11,381	-10,434

*Note that the Authority's Contribution to the Adults with Care and Support Needs Pool 2018/19 includes £1.082m (£1.802m in 2017/18) which is passported to the Mental Health Provider Pool and forms part of the Authority's total contribution of £2.135m (£2.390m in 2017/18).

9. Members' Allowances

Members' Allowances	2017/18 £'000	2018/19 £'000
Allowances	900	930
Travel and Subsistence	29	27
Total	929	957

10. Audit and Inspection Fee

The County Council's external auditors are Ernst & Young. The following fees were incurred relating to external audit and grant certification work.

Audit and Inspection Fees	2017/18 £'000	2018/19 £'000
Code of Practice Work	94	85
Statutory Inspection	0	0
Certification of grant claims and Returns	12	12
Other Related Costs	0	5
Total	106	102

11. Senior Officers' Remuneration

The Accounts and Audit Regulations 2015 require disclosure of remuneration for senior staff. Remuneration for these purposes includes all sums paid to or receivable by an employee including expense allowances chargeable to tax and non-taxable termination payments including enhancement, redundancy and pay in lieu of notice.

Two sets of disclosures are required. Firstly, the number of employees whose total remuneration (excluding employer pension contributions) exceeded £50,000. Secondly, individual remuneration details (including employer pension contributions) for each senior employee, as defined by the regulations, whose salary is more than £50,000 per year (pro-rata for part-time staff). Senior employees whose salary is over £150,000 are disclosed by name, the remaining senior employees are disclosed by post title.

The number of employees whose remuneration (excluding employer pension contributions) exceeded £50,000 is set out in the following table. In accordance with the 2015 regulations, the figures exclude senior employees whose remuneration is disclosed separately.

In addition to amounts disclosed in the Senior Officer Remuneration Note: £36,000 received from Cherwell District Council for joint posts
£13,000 paid to Cherwell District Council for joint posts

Band £	Number of Employees					
	2017/18			2018/19		
	School	Non School	Total	School	Non School	Total
50,000-54,999	59	117	176	53	140	193
55,000-59,999	37	39	76	29	52	81
60,000-64,999	30	33	63	28	39	67
65,000-69,999	20	6	26	25	12	37
70,000-74,999	8	5	13	9	16	25
75,000-79,999	6	16	22	5	20	25
80,000-84,999	1	2	3	3	4	7
85,000-89,999	4	3	7	1	2	3
90,000-94,999	0	3	3	1	4	5
95,000-99,999	0	5	5	0	2	2
100,000-104,999	1	3	4	0	6	6
105,000-109,999	0	0	0	0	0	0
110,000-114,999	0	0	0	0	0	0
115,000-119,999	0	0	0	0	0	0
120,000-124,999	0	0	0	0	0	0
125,000-129,999	0	0	0	0	1	1
130,000-134,999	0	1	1	0	0	0
135,000-139,999	0	0	0	1	0	1
140,000-144,999	0	0	0	0	1	1
Total	166	233	399	155	299	454

2018/19 Post Holder Information	Salary (Including Fees & Allowances)	Expense Allowances and Other Emoluments	Compensation for Loss of Employment	Total Remuneration Excluding Pension Contributions	Employers Pension Contribution	Total Remuneration Including Pension Contributions	Contribution to (+) from (-) Cherwell District Council	Cost to Oxfordshire County Council
	£	£	£	£	£	£		£
Chief Executive - Yvonne Rees (from Oct 2018)*							74,817	74,817
Chief Executive - Peter Clark (to Sept 2019)	185,347	0	154,048	339,394	17,761	357,155		357,155
Strategic Director for People & Director for Public Health - (to Jan 2019)	138,357	0	0	138,357	16,797	155,154		155,154
Director for Children's Services	128,775	0	0	128,775	25,626	154,401		154,401
Director for Adult Services	128,775	0	0	128,775	25,626	154,401		154,401
Deputy Director for Public Health (Interim Director from Feb 2019)	110,370	0	0	110,370	15,783	126,153		126,153
Strategic Director for Communities	144,228	0	0	144,228	28,701	172,929		172,929
Director for Planning and Place	115,600	0	0	115,600	23,004	138,604		138,604
Director for Infrastructure Delivery	115,600	0	0	115,600	23,004	138,604		138,604
Director for Property, Assets and Investment	102,421	0	0	102,421	21,273	123,694		123,694
Director for Community Safety and Chief Fire Officer	137,799	0	0	137,799	29,902	167,702		167,702
Strategic Director of Resources (Interim) and Director of Law & Governance**	132,149	0	0	132,149	26,298	158,446	-13,954	144,492
Director of Finance	126,109	0	0	126,109	25,096	151,205		151,205
Assistant Chief Executive (Interim from Nov 2018)*							43,969	43,969
Total	1,565,529	0	154,048	1,719,576	278,872	1,998,448	104,832	2,103,280

The Chief Executive (*), Assistant Chief Executive (*) and the Director of Law and Governance (**) are joint posts under the Partnership Agreement with Cherwell District Council. The Chief Executive and Assistant Chief Executive are employed by Cherwell District Council and the County Council is charged a share of their salary costs. This share is 61.2% and 70% respectively. The Director of Law and Governance is employed by the County Council and a charge is made to Cherwell District Council for 20% of the salary costs.

2017/18 Post Holder Information	Salary (Including Fees & Allowances)	Expense Allowances	Compensation for Loss of Employment	Other Emoluments	Total Remuneration Excluding Pension Contributions	Employers Pension Contribution	Total Remuneration Including Pension Contributions
	£	£	£	£	£	£	£
Chief Executive - Peter Clark	180,752	0	0	0	180,752	35,970	216,722
Strategic Director for People - Jonathan McWilliam	183,517	0	0	0	183,517	22,248	205,765
Director for Children's Services	126,250	0	0	0	126,250	25,124	151,374
Director for Adult Services	126,250	0	0	0	126,250	25,124	151,374
Deputy Director for Public Health	105,453	0	0	0	105,453	15,080	120,533
Strategic Director for Communities	141,400	0	0	0	141,400	28,139	169,539
Director for Planning and Place	98,986	0	0	0	98,986	19,698	118,684
Director for Infrastructure Delivery	98,773	0	0	0	98,773	19,656	118,429
Director for Property, Assets and Investment	97,862	0	0	0	97,862	19,474	117,336
Director for Community Safety & Chief Fire Officer	135,350	0	0	2,218	137,568	29,370	166,938
Director of Finance	123,636	0	0	0	123,636	24,603	148,239
Director of Human Resources	123,636	0	0	0	123,636	24,603	148,239
Director of Law and Governance	129,128	0	0	0	129,128	25,696	154,824
Assistant Chief Executive	116,062	0	0	0	116,062	23,096	139,158
Total	1,787,055	0	0	2,218	1,789,273	337,881	2,127,154

12. Exit Packages

The number of exit packages agreed in the year and the cost of those packages is given in the tables below. Exit packages include compulsory and voluntary redundancy costs, pension contributions in respect of added years and costs of early retirements without actuarial reduction in benefits, ex-gratia payments and other departure costs. Ill-health retirements are excluded because they do not meet the Code's definition of termination benefits.

The bandings in the tables include exit packages in the year they were individually agreed. The bandings are based on HR records for leavers in the year adjusted for accruals. Where there is a difference between the accrued amount and the actual payment in the following year this is shown as a reconciling adjustment at the foot of the table – in some instances the actual payment was higher than the accrued amount and in other instances the actual payment was lower. The bandings exclude exit packages provided for as part of redundancy provision in the year the provision was created – the individual exit packages charged against redundancy provisions are included in the bandings in the year of departure.

Exit packages Band (£)	2017/18						2018/19					
	Compulsory		Other		Total		Compulsory		Other		Total	
	No.	£'000	No.	£'000	No.	£'000	No.	£'000	No.	£'000	No.	£'000
0 - 19,999	70	328	40	160	110	488	23	123	32	181	55	304
20,000 - 39,999	8	215	2	46	10	261	4	105	5	136	9	241
40,000 - 59,999	6	292	2	97	8	389	1	46	3	141	4	187
60,000 - 79,999	8	568	1	75	9	643	1	75	2	132	3	207
80,000 - 99,999	1	81	0	0	1	81	0	0	0	0	0	0
100,000 - 149,999	1	109	0	0	1	109	1	147	0	0	1	147
150,000 - 199,999	0	0	0	0	0	0	0	0	0	0	0	0
200,000 - 249,999	0	0	0	0	0	0	0	0	0	0	0	0
250,000 - 299,999	0	0	0	0	0	0	1	270	0	0	1	270
Total	94	1,593	45	378	139	1,971	31	766	42	590	73	1,356
Add new provisions created						14						0
Less amounts provided for in previous year						-114						-14
Add unused amount of previous year's provision						0						0
Adjust for differences between payments and accruals						-262						-282
Total cost of exit packages in the Comprehensive Income and Expenditure Statement						1,609						1,060

13. Operating Leases

From time to time, the County Council acquires assets under operating leases. The minimum lease payments and contingent rents charged, and sublease payments received for the year, together with future commitments and future sublease payments receivable are set out below, together with comparative figures for 2017/18.

County Council as Lessee	2017/18			2018/19		
	Plant, vehicles & equipment	Land and buildings	Total	Plant, vehicles & equipment	Land and buildings	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Minimum lease payments charged in year	1,723	1,646	3,369	1,806	2,170	3,976
Contingent rents charged in year	328	97	425	282	95	377
Sublease payments received in year	0	-724	-724	0	-572	-572
Future minimum lease payments:						
Within 1 year	1,585	1,530	3,115	902	1,975	2,878
Within 2nd - 5th years	752	3,780	4,532	1,198	4,281	5,479
6th year and beyond	648	2,420	3,068	861	2,634	3,495
Total commitments	2,985	7,730	10,715	2,961	8,891	11,852
Total future sublease payments receivable	0	-517	-517	0	-522	-522

The County Council leases out property under operating leases for the provision of accommodation for services, such as Homes for Older People, pre-schools and waste re-cycling centres.

County Council as Lessor	2017/18			2018/19		
	Plant, vehicles & equipment	Land and buildings	Total	Plant, vehicles & equipment	Land and buildings	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Minimum lease payments receivable in year	0	2,485	2,485	0	2,182	2,182
Contingent rents receivable in year	0	679	679	0	1,133	1,133
Future minimum lease payments receivable:						
Within 1 year	0	1,788	1,788	0	1,797	1,797
Within 2nd - 5th years	0	5,704	5,704	0	5,586	5,586
6th year and beyond	0	41,212	41,212	0	39,936	39,936
Total Receivable	0	48,703	48,703	0	47,319	47,319

Contingent rents include backdated rent increases.

14. Other Operating Expenditure

Other Operating Expenditure comprises the gain or loss on the derecognition of non-current assets. The gain or loss is the amount by which the disposal proceeds (if any) are more (gain) or less (loss) than the amount which the non-current asset is held on the balance sheet together with the costs of disposal. In order to comply with statutory/proper practices, the entry is reversed in the Movement in Reserves Statement leaving the cost of disposals chargeable to revenue net of other receipts as a charge against the County Fund. Regulations permit disposal costs of up to 4% of the sale proceeds to be charged against the capital receipt.

Other Operating Expenditure	2017/18 £'000	2018/19 £'000
Capital Receipts	-2,465	-773
Disposal costs charged against capital receipts	29	19
Net Capital Receipts	-2,436	-754
Other Receipts	-128	-107
Total Receipts	-2,564	-861
Carrying value of non-current assets derecognised	32,339	67,416
Disposal costs charged to the General Fund	62	245
Total Disposal costs	32,401	67,661
Other Operating Expenditure	29,837	66,800
Adjustments between accounting basis and funding basis	-29,903	-66,662
Net Charge to the General Fund	-66	138

15. Financing and Investment Income and Expenditure

A breakdown of the items within the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement is as follows:

Financing and Investment Income and Expenditure	2017/18 £'000	2018/19 £'000
Surplus/deficit on trading operations	2,209	0
Interest payable and similar charges	19,826	18,886
Interest receivable and similar income	-3,346	-4,262
Income and Expenditure in relation to investment properties and change in their fair value	-10,396	-2,282
Net pensions interest expense	28,351	26,096
Net fire-fighters Pension Fund Top-Up Grant	-3,595	-3,889
Financing and Investment Income and Expenditure	33,049	34,549
Adjustments between accounting basis and funding basis	-14,360	-19,925
Net Charge to the General Fund	18,689	14,624

16. Transition to IFRS9

The Council adopted the IFRS9 Financial Instruments accounting standard with effect from 1 April 2018. The main changes include the reclassification and remeasurement of financial assets and the earlier recognition of the impairment of financial assets (and the remeasurement of modified loan liabilities).

The Council has made use of the transitional provisions in IFRS9 to not restate the prior year's financial statements, and the effect of the remeasurement is instead shown as an additional line in the Movement in Reserves Statement.

	IAS 39 31 March 2018 £'000	Reclassification £'000	Remeasurement £'000	Impairment £'000	IFRS 9 1 April 2019 £'000
Financial Assets					
Investments					
Loans & Receivables /Amortised cost	283,632	0	0	0	283,632
Available for sale	57,687	-57,687	0	0	0
Fair Value through Other Comprehensive Income	0	0	0	0	0
Fair Value Through Profit and Loss	10,038	57,687	0	0	67,725
Total investments	351,357	0	0	0	351,357
Debtors					
Loans & Receivables /Amortised cost	28,638			-208	28,430
Total debtors	28,638	0	0	-208	28,430
Cash & cash equivalents					
Loans & Receivables /Amortised cost	-1,991				-1,991
Available for sale	26,655	-26,655		0	0
Fair Value Through Profit and Loss	0	26,655		0	26,655
Total cash & equivalents	24,664	0	0	0	24,664
Total Financial Assets	404,659	0	0	-208	404,451
Financial Liabilities					
Borrowing					
Amortised cost	-372,652	0	0	0	-372,652
Creditors					
Amortised cost	-65,661	0	0	0	-65,661
Other long-term liabilities					
Amortised cost	-18,472	0	0	0	-18,472
Total Financial Liabilities	-456,785	0	0	0	-456,785
Net Financial Assets	-52,126	0	0	-208	-52,334

Reserves	IAS 39	Reclassification	Remeasurement	Impairment	IFRS 9
	31 March				1 April 2019
	2018				
	£'000	£'000	£'000	£'000	£'000
Usable Reserves					
General Fund	25,719	573	0	-208	26,084
Other usable reserves	167,216	0	0	0	167,216
Total usable reserves	192,935	573	0	-208	193,300
Unusable Reserves					
Available for sale reserve	3,578	-3,578	0	0	0
Pooled Fund Adjustment Account	0	3,005	0	0	3,005
Other unusable reserves	-188,453	0	0	0	-188,453
Total unusable reserves	-184,875	-573	0	0	-185,448
Total Reserves	8,060	0	0	-208	7,852

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17. Financial Instruments - Income, Expenses, Gains or Losses

Financial instruments include bank deposits, investments, debtors (excluding statutory debtors), long-term debtors (excluding lifecycle prepayments), creditors (excluding statutory creditors), borrowings, finance leases and the finance liability element of service concession arrangements. The Code requires financial instruments to be classified into defined categories of assets and liabilities. These are explained in the Summary of Significant Accounting Policies in Note 1. The income, expenses, gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments are as follows.

2017/18 Financial Liabilities		2017/18 Financial Assets			2018/19 Financial Liabilities		2018/19 Financial Assets			Total £'000
Liabilities at amortised cost £'000	Loans and Receivables £'000	Available for sale assets £'000	Assets at fair value through profit and loss £'000	Total £'000	Liabilities at amortised cost £'000	Assets at amortised cost £'000	Assets at fair value through Other Comprehensive Income £'000	Assets at fair value through profit and loss £'000		
19,388				19,388	Interest Expense	18,183			18,183	
				0	Reductions in fair value				0	
	439			439	Impairment Losses		911		911	
		182		182	Fee expense			178	178	
					Total expense in Surplus or Deficit on the Provision of Services	18,183			0	
19,388	439	182	0	20,009		911	178	0	19,271	
									0	
	-2,216			-2,216	Interest Income		-6,980		-6,980	
				0	Interest income accrued on impaired financial assets				0	
				0	Increases in fair value			0	0	
		-1,130		-1,130	Gains on derecognition			126	126	
				0	Fee income				0	
0	-2,216	-1,130	0	-3,346	Total income in Surplus or Deficit on the Provision of Services	0	-6,980	126	0	
									-6,854	
			-1,316	-1,316	Gain/losses on revaluation			-3,132	-3,132	
				0	Amounts recycled to the Surplus or Deficit on the Provision of Services				0	
					Surplus / deficit arising on revaluation of financial assets in Other Comprehensive Income and Expenditure	0	0	-3,132	0	
0	0	-1,316	0	-1,316					-3,132	
				15,347	Net gain (-) / loss (+) for the year				9,285	

18. Retirement Benefits

As part of the terms and conditions of employment of its employees, the County Council offers retirement benefits. Although these benefits will not actually be payable until employees retire, the County Council has a commitment to make the payments that need to be disclosed at the time that employees earn their future entitlement.

The County Council participates in four pension schemes. Only a small number of Public Health staff that transferred from the NHS when the service became a County Council function in April 2013 participate in the NHS Pension Scheme and this is therefore excluded from the disclosures below.

The Local Government Pension Scheme (LGPS)

This is a defined benefit statutory scheme administered in accordance with the Local Government Pension Scheme Regulations 2013 (as amended) and provides benefits based on final salary and length of service on retirement (for benefits accrued up to 31 March 2014) and career average revalued salary (for benefits accrued from 1 April 2014).

The County Council is the Administering Authority for the Fund. The Pension Fund Committee oversees the management of the Fund whilst the day to day fund administration is undertaken by teams within the County Council. Where appropriate some functions are delegated to the Fund's professional advisers. The accounts of the Oxfordshire Local Government Pension Fund are set out on pages 141 onwards.

As Administering Authority to the Fund, the County Council, after consultation with the Fund Actuary (Hymans Robertson LLP) and other relevant parties, is responsible for the preparation and maintenance of the Funding Strategy Statement and the Statement of Investment Principles. These are amended when appropriate based on the Fund's performance and funding.

The LGPS is a funded scheme, meaning that the County Council and employees pay contributions into a Fund, calculated at a level intended to balance the pension liabilities with investment assets. The County Council may also grant additional benefits to LGPS members on retirement under the Discretionary Payment Regulations which are not paid from the Fund – these are referred to as LGPS unfunded benefits below.

Employer contributions are set every 3 years as a result of the actuarial valuation of the Fund required by regulations. The actuarial valuation at 31 March 2016 set the contribution rates for the period 1 April 2017 to 31 March 2020. There are no minimum funding requirements in the LGPS but the contributions are generally set to target a funding level of 100% using the actuarial valuation assumptions. The total contributions expected to be made by the County Council to the Local Government Pension Scheme (LGPS) in 2019/20 are £31.126m for funded benefits (£27.516m was expected for 2018/19). For 2018/19 the estimated duration of the County Council's liabilities is 16.7 years for funded benefits and 3-5 years for unfunded benefits (16.7 years and 3-5 years respectively for 2017/18).

The County Council currently participates in the Oxfordshire County Council pool with 40 other employers with admissions agreements in order to share experience of risks they are exposed to in the Fund. At the 2016 valuation, the deficit on the whole pool was calculated and allocated to each employer, along with the costs of future benefits of the combined membership of the pool, such that all employers within the pool shared the same overall contribution rate. The next re-allocation will be carried out at the 2019 valuation, should the employer remain in the pool.

Should the County Council's withdraw from the Fund, a cessation value would be carried out in accordance with Regulation 64 of the LGPS Regulations 2013 which would determine the termination contribution due by the County Council, on a set of assumptions deemed appropriate by the Fund Actuary.

Curtailment costs arise as a result of the payment of unreduced pensions on early retirement. The capitalised cost of the additional benefits relative to those reserved for under IAS19 is £0.040m for 2018/19 (£0.130m for 2017/18). As a result of some members of the Oxfordshire Pension Fund transferring to/from another employer over the year, liabilities have been settled at a cost different to the amount reserved for under IAS19. The capitalised gain of this settlement is £3.319m (£2.823m for 2017/18).

The fire-fighters Pension Schemes

There are five separate schemes relating to fire-fighters pensions – the 1992 scheme, the 2006 scheme, the 2015 scheme, the Retained Modified scheme and the fire-fighters compensation scheme for injury benefits and ill health retirements. Each of these are defined benefit statutory schemes administered in accordance with the Firefighters' Pension Scheme Regulations 2014 and Fire Pension Orders 1992 and 2006 and provide benefits based on final salary and length of service on retirement, other than the 2015 scheme which provides benefits accrued from 1 April 2015 based on career average revalued salaries.

The County Council is the Administering Authority for each of the schemes. The day to day administration is undertaken by teams within the County Council. Where appropriate some functions are delegated to the schemes' professional advisers.

The 1992, 2006, 2015 and the Retained Modified schemes are unfunded schemes, meaning that there are no investment assets built up to meet the pensions liabilities and cash has to be generated to meet actual pension payments as they fall due. The County Council and employees pay contributions into a fund account and where these are not sufficient to meet pension payments for the year, the deficit is met by central government top-up grant. Any surplus in the pension fund in the year is paid back to central government. The Fire-fighters Pension Fund Accounts are set out at on pages 127 to 128. Employer contributions are set every four years as a result of the

combined actuarial valuation of the fire-fighters' pension schemes required by the Home Office on behalf of the Secretary of State. The contributions for the period from 1 April 2015 to 31 March 2019 were set by the actuarial valuation at 31 March 2012. The actuarial valuation as at 31 March 2016 has been completed and sets new rates from 1 April 2019.

The fire-fighters' compensation scheme injury benefits and ill health retirements are paid on a pay as you go basis. There are no assets held to back the liabilities of the scheme.

For ease of presentation the figures for all the fire-fighters schemes have been combined within the tables in this note. Most of the firefighters defined benefits liabilities relate to the 2015 scheme.

The total of contributions (including government top-up grant) and injury/ill health retirement benefit payments expected to be made by the County Council in 2019/20 is £5.000m (£5.700m in 2018/19). The estimated duration of the County Council's combined liabilities for the fire-fighters' scheme for 2018/19 is 18.7 years (18.2 years for 2017/18). There are no curtailments or settlements to report relating to the fire-fighters pension schemes.

The Teachers' Pension Scheme

This is a defined benefit scheme administered in accordance with the Teachers' Pensions Regulations 2014 and provides benefits based on final salary and length of service (for benefits accrued up to 31 March 2015) and career average revalued salary (for benefits accrued from 1 April 2015). The Scheme is administered by Capita on behalf of the Department for Education.

The Scheme is an unfunded pension scheme, in which payments from the Scheme are funded by contributions from current employees and employers with the difference between these contributions and Scheme expenditure financed by the Exchequer.

The County Council contributes towards the costs of the scheme by making contributions based on a percentage of members' pensionable salaries as set by the Secretary of State for Education, taking advice from the Scheme's actuary. The employer contribution rate for 2018/19 was 16.48% (in 2017/18 16.48%). The total expected payments to beneficiaries for 2019/20 is £3.693m (£3.765m 2017/18).

The Teachers' Pension Scheme is a defined benefit scheme, but because of the way the scheme is centrally managed the County Council is unable to identify its share of the underlying assets and liabilities of the scheme and it is therefore classified as a defined contribution scheme for accounting purposes. Charges are included in the Surplus or Deficit in the Provision of Services but there are no liabilities to disclose in the Balance Sheet with the exception of all pension payments relating to added years which the County Council has awarded to teachers under the Discretionary Payment Regulations. As the County Council is responsible for funding these added years payments on a pay as you go basis they are treated as a defined benefit scheme.

The County Council is exposed to a number of risks from participating in the pension schemes accounted for as defined benefit schemes outlined above. Risks common to all of the schemes are:

- Interest rate risk – the liabilities are assessed using market yields on high quality corporate bonds to discount the liabilities. Given the volatile nature of market yields the yield on high quality corporate bonds could fall leading to an increase in the liabilities.
- Inflation risk – the benefits are linked to inflation and so increased costs may emerge if inflation is higher than expected.
- Longevity risk – in the event that the members live longer than assumed more benefits will be paid out than expected. There are also other demographic risks.

As a funded scheme, the LGPS gives exposure to other additional risks:

- Investment risk – The Fund holds investment in asset classes, such as equities, which have volatile market values and while these assets are expected to provide real returns over the long-term, the short-term volatility can cause additional funding to be required if a deficit emerges.
- Interest rate risk – The Fund's liabilities are assessed using market yields on high quality corporate bonds to discount the liabilities. As the Fund holds assets such as equities the value of assets and liabilities may not move in the same way.
- Inflation risk – deficits may emerge to the extent that the assets are not linked to inflation.

In addition, as many unrelated employers participate in the Oxfordshire County Council Pension Fund, there is an 'orphan liability risk' where employers leave the Fund but with insufficient assets to cover their pension obligations so that the difference may fall on the remaining employers.

All of the risks above may also benefit the County Council, for example higher than expected investment returns or employers leaving the funds with excess assets which would eventually get inherited by the remaining employers, market yields may rise or inflation be less than expected reducing the value of the liabilities and ongoing cost of benefit accrual.

The cost of retirement benefits arising from defined benefit schemes are recognised in the Cost of Services when they are earned by employees rather than when the benefits are eventually paid as pensions. However, the charge the County Council is required to make against the County Fund (and hence Council Tax) is based on cash payable in the year so the real cost of pension benefits is reversed out in the Movement in Reserves Statement. The following table sets out the transactions that have been made in the accounts:

The net liabilities set out in the following table show the underlying long-term commitments that the County Council has to pay retirement benefits.

Pension Liability	2017/18 £'000	2018/19 £'000
Present value liabilities:		
Local Government Pension Scheme funded benefits	1,816,463	2,001,105
Local Government Pension Scheme unfunded benefits	21,613	21,545
Fire Fighters' Pension Schemes	258,502	276,691
Teachers' Added Years	55,092	54,752
Total Present value liabilities	2,151,670	2,354,094
Fair value of assets in the Local Government Pension Scheme		
	1,171,412	1,240,388
Net Liabilities in the scheme:		
Local Government Pension Scheme funded	645,051	760,718
Local Government Pension Scheme unfunded	21,613	21,545
Fire Fighters' Pension Schemes	258,502	276,691
Teachers' Added Years	55,092	54,752
Total Net Liabilities	980,258	1,113,706

The total net liability is £1,113,706,000 at 31 March 2019 (2017/18 £980,258,000). It should be noted however that the pension liability valuation in accordance with accounting requirements is only a snapshot in time and will likely fluctuate year on year. The statutory arrangements for funding the deficit ensure that:

- The deficit on the Local Government Pension Scheme will be made good by increased contributions over the remaining working life of employees, as assessed by the scheme actuary
- The rates of employee and employer contributions for the Fire-fighters' Pension Schemes will be reviewed regularly by actuaries acting on behalf of the government to ensure that they reflect the true cost of accruing pensions
- Finance is only required to be raised to cover teachers added years benefits and fire-fighters injury pensions and unfunded ill health retirements when they are actually paid
- A reconciliation of the opening and closing balances of the present value of scheme liabilities is as follows:

Liabilities	Local Government Pension Scheme & Teacher's Added Years		Fire Fighters' Pension Schemes		Total	
	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19
	£'000	£'000	£'000	£'000	£'000	£'000
Opening Balance at 1 April	1,898,737	1,893,168	276,851	258,502	2,175,588	2,151,670
Current Service Cost	56,820	60,532	7,000	5,400	63,820	65,932
Interest Expense	51,297	49,384	7,800	7,100	59,099	56,484
Contributions by scheme participants	9,145	9,566	1,300	1,400	10,445	10,966
Actuarial gains and losses - demographic assumptions	0	0	19,400	-19,200	19,400	-19,200
Actuarial gains and losses - financial assumptions	-75,951	105,006	-15,700	19,800	-91,651	124,806
Experience gains and losses	7,440	1,951	-31,200	1,100	-23,760	3,051
Other actuarial gains and losses	0	0	0	0	0	0
Benefits Paid	-48,281	-49,461	-3,354	-3,422	-51,635	-52,883
Past Service Costs	80	14,462	0	9,900	80	24,362
(Gain) / Loss from settlements	-6,119	-7,206	0	0	-6,119	-7,206
Fire Fighters pension scheme top-up grant	0	0	-3,595	-3,889	-3,595	-3,889
Closing balance at 31 March	1,893,168	2,077,402	258,502	276,691	2,151,672	2,354,094

Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels etc. The schemes have been assessed by Hymans Robertson LLP, an independent firm of actuaries using estimates based on the latest full valuation of the scheme - at 31 March 2016 for the Local Government Pension Scheme and 31 March 2014 for the Fire-fighters Pension Schemes.

The Fire-fighters' Pension Schemes and Teachers Added Years have no assets to cover liabilities. Assets in the Local Government Pension Scheme are valued at fair value, principally market value of investments

A reconciliation of the fair value of assets in the Local Government Pension Scheme is as follows:

Notes to the Core Financial Statements

The assets in the Local Government Pension Scheme consist of the following categories:

Assets	At 31 March 2018			At 31 March 2019		
	£'000	£'000	%	£'000	£'000	%
Equities						
Consumer	84,041			27,721		
Manufacturing	82,333			17,673		
Energy and Utilities	26,284			15,302		
Financial Institutions	90,486			30,949		
Health and Care	19,512			17,039		
Information and Technology	17,525			22,379		
		320,181	27%		131,064	11%
Debt Securities						
UK Government	119,487			122,031		
Other	20,947			24,141		
		140,434	12%		146,172	12%
Derivatives (quoted in an active market)						
Foreign exchange	458			1,463		
		458	0%		1,463	0%
Cash and cash equivalents						
Cash	49,913			48,527		
		49,913	4%		48,527	4%
Private Equity						
All	46,680			48,730		
		46,680	4%		48,730	4%
Investment Funds and Unit Trusts						
Equities	360,407			589,056		
Infrastructure	1,795			6,626		
Bonds	87,422			85,825		
Other	168,006			184,826		
		617,630	53%		866,333	70%
Total		1,175,296	100%		1,242,288	100%

The main assumptions used in the retirement benefit calculations are :

	Local Government Pension Scheme (funded)		Local Government Pension Scheme (unfunded)		Fire-fighters' Pension Schemes		Teachers Added Years	
	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19
Longevity Assumptions:								
Base Table*	S2PA with a 90% multiplier	S2PA with a 90% multiplier	S2PA with a 90% multiplier	S2PA with a 90% multiplier	S2NMA/S2NFA with a 80% multiplier	S2NMA/S2NFA with a 80% multiplier	S2PA with a 90% multiplier	S2PA with a 90% multiplier
Men:								
Rate of improvement	1.50%	1.50%	1.50%	1.50%	1.25%	1.25%	1.50%	1.50%
Longevity from 65 (currently aged 65) (yrs)	23.4	23.4	23.4	23.4	29.5	27.3	23.4	23.4
Longevity from 65 (currently aged 45) (yrs)	25.6	25.0	25.6	25.0	30.8	28.4	25.6	25.0
Women:								
Rate of improvement	1.50%	1.50%	1.50%	1.50%	1.25%	1.25%	1.50%	1.50%
Longevity from 65 (currently aged 65) (yrs)	25.5	25.5	25.5	25.5	31.5	29.4	25.5	25.5
Longevity from 65 (currently aged 45) (yrs)	27.8	27.8	27.8	27.8	32.8	30.6	27.8	27.8
Financial Assumptions:								
Retail Price Index (RPI) increases	3.40%	3.50%	3.40%	3.50%	3.40%	3.50%	3.40%	3.50%
Consumer Price Index (CPI) increases	2.40%	2.50%	2.40%	2.50%	2.40%	2.50%	2.40%	2.50%
Rate of increases in salaries	3.60%	3.80%	3.60%	3.80%	3.40%	3.50%	3.60%	3.80%
Rate of increases in pensions and deferred pensions	2.40%	2.50%	2.40%	2.50%	2.40%	2.50%	2.40%	2.50%
Rate for discounting scheme liabilities	2.60%	2.40%	2.60%	2.40%	2.60%	2.40%	2.60%	2.40%

In addition, the following assumptions have been made for the Local Government Pension Scheme:

- Members will exchange half of their commutable pension for cash at retirement.
- Members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche retirement age.
- The proportion of the membership that had taken up the option to pay 50% of contributions for 50% of benefits at the previous valuation date will remain the same.

For the Fire-fighters Scheme:

- Members will exchange 90% of the maximum tax free cash up to HMRC limits of their commutable pension for cash at retirement.
- Members will retire at the earliest age they are able to do so without reduction.

The effect of an increase or decrease in the assumptions used to calculate the pension liability is set out below

	Local Government Pension Scheme (funded)		Fire-Fighters' Pension Scheme	
	Approximate % increase to Employer Liability	Approximate monetary amount (£'000)	Approximate % increase to Employer Liability	Approximate monetary amount (£'000)
0.5% decrease in Real Discount Rate	9%	183,371	10%	26,437
0.5% increase in Pension Increase Rate	8%	161,308	8%	21,026
0.5% increase in Salary Increase Rate	1%	19,360	1%	2,383
1 year increase in member life expectancy	3% - 5%	58,000 to 100,000	3%	8,016

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The movements on the Pension Reserve are set out in the following table

Pension Reserve	2017/18 £'000	2018/19 £'000
Balance as at 1 April	-1,033,469	-980,258
Net charge made for retirement benefits in accordance with IAS19	-50,226	-73,590
Remeasurements of the new defined liability	103,437	-59,858
Balance as at 31 March	-980,258	-1,113,706

19. Taxation and non - specific Grant Income

A breakdown of the items in the Taxation and Non-Specific Grant Income line within the Comprehensive Income and Expenditure Statement is:

Taxation & Non Specific Grant Income	2017/18 £'000	2018/19 £'000
Council Tax Income	333,213	360,074
Non Domestic Rates	32,299	33,059
Non Ringfenced Government Grants	78,522	61,163
Capital Grants and Contributions	80,269	109,039
Total	524,303	563,335

Under the Business rates Retention Scheme the County Council receives a 10% share of the business rates collected by Oxfordshire district councils.

20. Grant Income

The County Council recognised the following grants in the Comprehensive Income and Expenditure Statement.

Grant issuing body	Credited to Taxation and Non Specific Grant Income	2017/18 £'000	2018/19 £'000	Credited to Services	2017/18 £'000	2018/19 £'000
Ministry of Housing, Communities and Local Government	Revenue Support Grant	18,665	5,868	Regional Growth Fund		5,771
	Business Rate Top Up Grant	37,821	39,046	Winter Pressures (Adult Social Care)		2,292
	New Homes Bonus	4,157	3,366			
	Transition Grant	4,463				
	Section 31 Grant - Business Rates and Other Reliefs	2,485	3,020			
	Levy Accounts Surplus		1,086			
Department of Health and Social Care	Independent Living Fund Grant	3,678	3,562	Public Health Grant	31,334	30,528
	Adult Social Care Support Grant	2,302	1,432	Better Care Fund	6,276	6,444
				Improved Better Care Fund		1,060
Department for Education	Education Services Grant	1,057		Dedicated Schools Grant	217,837	216,165
				Pupil Premium Grant	8,055	7,508
				Universal Infant Free School Meals	5,067	4,738
				Sixth Form Funding	1,231	1,053
				PE and Sports Grant	2,238	2,603
Home Office			Asylum Seekers	1,737	2,153	
Various	Other Revenue Grants	3,893	11,511	Other Revenue Grants	5,810	6,373
Various	Capital Grants	57,729	90,358	Capital Grants	15,735	17,270
Various	Developer Contributions	21,387	17,685			
Various	Other Capital Contributions	1,154	996			
	Total	158,791	177,930	Total	295,320	303,958

21. Related Party Transactions

The County Council is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the County Council or to be controlled or influenced by the County Council. Disclosure of these transactions allows the reader of the accounts to assess the extent to which the County Council might have been constrained in its ability to operate independently or might have limited another party’s ability to pursue its interests independently.

Central government is responsible for the statutory framework within which all local authorities operate and provides the majority of the County Council’s funding in the form of general and specific grants which are set out in Note 20.

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Pension Fund

The County Council administers the Oxfordshire Pension Fund and this is a related party. During the year ended 31 March 2019, the County Council made employer contributions totalling £28.652m to the Fund. The County Council charged the Fund £1.441m for expenses incurred in administering the Fund. As at 31 March 2019 £3.344m was due to the Pension Fund and £0.025m by the Pension Fund.

Officers

The Director for Planning and Place is a non-executive board member of The Low Carbon Hub. The Council paid £0.038m to the Low Carbon Hub in 2018/19.

The Deputy Director for Commissioning is a trustee of SENSE. During 2018/19 the Council commissioned social care services from SENSE with a value of £0.216m.

Elected Members

One councillor is a trustee of the charity running Vale House dementia care home which received payment of £1.369m from the County Council in 2016/17. The councillor receives no remuneration for the trusteeship and had no involvement in the award of the contract.

Councillor Kieron Mallon is a member of the Thames Valley Police & Crime Panel

Commercial Relationships

The County Council incurred costs of £0.286m in 2018/19 for two interim directors contracted through Penna Plc.

The County Council incurred costs of £0.110m in 2018/19 for one programme manager contracted through Badenoch & Clark.

PricewaterhouseCoopers LLP have been contracted to support the County Council with its transformation agenda. In 2018/19 the Council paid PricewaterhouseCoopers LLP £2.664m.

During 2018/19, the County Council has entered a partnership arrangement with Cherwell District Council and an informal working group has been established with elected members from both councils.

A number of elected members of the County Council are also elected members of district councils within the county and these are considered to be related parties. Details for the financial year 2018/19 are as follows:

Elected members who were also served as Elected Members for District Councils:
2018/19 2017/18

		2018/19	2017/18
Cherwell	Councillor Hannah Louise Bainfield	✓	✓
	Councillor Maurice Billington	✓	✓
	Councillor Mark Cherry	✓	✓
	Councillor Ian Corkin	✓	✓
	Councillor Surinder Dhesi (to May 2017)		✓
	Councillor Carmen Griffiths	✓	✓
	Councillor Timothy Hallchurch MBE (to May 2017)		✓
	Councillor Tony Ilott	✓	✓
	Councillor Kieron Mallon	✓	✓
	Councillor G.A. Reynolds	✓	✓
Vale of White Horse	Councillor Dan Sames	✓	✓
	Councillor Les Sibley	✓	✓
	Councillor Yvonne Constance OBE	✓	✓
	Councillor Jenny Hannaby	✓	✓
Councillor Bob Johnston	✓	✓	
Councillor Sandy Lovatt (to May 2017)		✓	
Councillor Judy Roberts	✓	✓	
Councillor Emily Jane Smith	✓	✓	

Elected members who were also served as Elected Members for District Councils:
2018/19 2017/18

		2018/19	2017/18
West Oxfordshire	Councillor Louise Chapman (to May 2017)		✓
	Councillor Ted Fenton	✓	✓
	Councillor Pete Handley	✓	✓
	Councillor Richard Langridge (to May 2017)		✓
	Councillor Liz Leffman	✓	✓
	Councillor James F. Mills (to May 2017)		✓
Councillor Neil Owen (to May 2017)		✓	
Oxford City	Councillor Jamila Azad	✓	✓
	Councillor Steve Curran (to May 2017)		✓
	Councillor Jean Fooks (to May 2017)		✓
	Councillor Mark Lygo	✓	✓
	Councillor Susanna Pressel	✓	✓
	Councillor Gill Sanders		✓
Councillor Roz Smith	✓		
Councillor John Tanner (to May 2017)		✓	
South Oxfordshire	Councillor Kevin Bulmer	✓	✓
	Councillor Steve Harrod (to September 2017)		✓
	Councillor Stefan John Gawrysiak	✓	✓
	Councillor Jeanette Matelot	✓	✓
	Councillor David Nimmo Smith (to May 2017)		✓
	Councillor Alan Roy Thompson	✓	✓

22. Movement in the value of Property, Plant and Equipment

2018/19	Other Land & Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Surplus Assets	Assets Under Construction	Total Property Plant & Equipment	Service Concession assets included in PPE
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cost or valuation as at 1 April	584,191	113,475	604,952	3,484	28,318	1,334,421	30,856
Additions	2,890	2,192	31,807	14	18,852	55,755	1,872
Donation	0	0	0	0	0	0	0
Revaluation increases (decreases) recognised in the Revaluation Reserve	18,854	0	0	-2,065	0	16,789	0
Revaluation increases (decreases) recognised in the Surplus / Deficit on the Provision of Services	670	0	0	-684	0	-13	0
Derecognition - disposals	0	-179	0	0	0	-179	0
Derecognition - other	-66,539	-3,977	0	0	-5,984	-76,500	-412
Assets reclassified to / from Held for Sale	0	0	0	0	0	0	0
Assets reclassified to / from Investment Properties	0	0	0	0	0	0	0
Assets reclassified to / from Intangible assets	0	0	0	0	0	0	0
Transfers	82,368	-83,864	1,327	3,340	-3,172	0	0
Other movements in cost or valuation	0	0	0	0	0	0	0
Cost or valuation as at 31 March	622,435	27,647	638,086	4,090	38,014	1,330,272	32,315
Depreciation and Impairment as at 1 April	-3,022	-20,829	-170,479	-4	0	-194,335	0
Depreciation charge	-9,782	-2,860	-18,222	-38	0	-30,903	-467
Depreciation and impairment written out to the Revaluation Reserve	447	0	0	3	0	450	0
Depreciation and impairment written out to the Surplus / Deficit on Provision of Services	965	0	0	1	0	966	0
Impairment losses / (reversals) recognised in the Revaluation Reserve	-637	0	0	-14	0	-651	0
Impairment losses / (reversals) recognised in the Surplus / Deficit on Provision of Services	-64	0	0	0	0	-64	0
Derecognition - disposals	0	162	0	0	0	162	0
Derecognition - other	1,703	1,592	0	0	0	3,295	0
Assets reclassified to / from Held for Sale	0	0	0	0	0	0	0
Assets reclassified to / from Investment Properties	0	0	0	0	0	0	0
Transfers	-8,747	8,738	0	8	0	0	0
Other movements in depreciation and impairment	0	0	0	0	0	0	0
Depreciation and impairment as at 31 March	-19,137	-13,197	-188,702	-43	0	-221,079	-467
Net book Value at 31 March 2018	581,169	92,647	434,473	3,480	28,318	1,140,086	30,856
Net book Value at 31 March 2019	603,297	14,451	449,385	4,047	38,014	1,109,194	31,849

Componentisation threshold increase to £8m in 2018/19 resulted all of the Plant & Equipment, falling below the componentisation threshold, to be absorbed into the related building asset.

Notes to the Core Financial Statements

2017/18	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment	Service Concession assets included in PPE
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cost or valuation as at 1 April	580,755	113,296	562,856	2,904	40,995	1,300,806	33,368
Additions	8,681	1,969	31,672		17,671	59,994	-549
Donation		22					
Revaluation increases (decreases) recognised in the Revaluation Reserve	29,178			-497		28,681	-292
Revaluation increases (decreases) recognised in the Surplus / Deficit on the Provision of Services	-1,894			431		-1,463	-1,093
Derecognition - disposals	-2,191	-906				-3,097	
Derecognition - other	-25,267	-6,326			-18,500	-50,153	-578
Assets reclassified to / from Held for Sale							
Assets reclassified to / from Investment Properties	-366					-366	
Assets reclassified to / from Intangible assets							
Transfers	-4,704	5,421	10,423	646	-11,786		
Other movements in cost or valuation					-3	-3	
Cost or valuation as at 31 March	584,192	113,476	604,951	3,484	28,318	1,334,421	30,856
Depreciation and Impairment as at 1 April	-2,700	-20,031	-153,203	3		-175,931	-36
Depreciation charge	-8,129	-6,726	-17,276	-20		-32,151	-382
Depreciation and impairment written out to the Revaluation Reserve	10,934			6		10,940	246
Depreciation and impairment written out to the Surplus / Deficit on Provision of Services	1,017			13		1,030	173
Impairment losses / (reversals) recognised in the Revaluation Reserve	-1,101					-1,101	
Impairment losses / (reversals) recognised in the Surplus / Deficit on Provision of Services	-169					-169	
Derecognition - disposals	11	834				845	
Derecognition - other	148	2,059		-5		2,202	
Assets reclassified to / from Held for Sale	-178					-178	
Assets reclassified to / from Investment Properties							
Transfers	-2,857	3,036		-1		178	
Other movements in depreciation and impairment							
Depreciation and impairment as at 31 March	-3,023	-20,828	-170,479	-4		-194,334	1
Net book Value at 31 March 2017	578,055	93,265	409,653	2,907	40,995	1,124,875	33,332
Net book Value at 31 March 2018	581,169	92,648	434,472	3,480	28,317	1,140,086	30,857

The fair value for the surplus assets has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the local authority area. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised at Level 2 in the fair value hierarchy.

23. Investment Properties

Investment Properties	2017/18		2018/19	
	Non-current £'000	Current £'000	Non-current £'000	Current £'000
Opening Balance at 1 April	7,223	0	17,937	0
Depreciation	0	0	-197	0
Net gain (+) / losses from fair value adjustments	10,347	0	2,200	0
Assets reclassified to / from Investment Properties	367	0	0	0
Other changes	0	0	49	0
Closing balance at 31 March	17,937	0	19,989	0

None of the investment properties are held under operating leases. There are no restrictions on the realisability of investment property or the remittance of income and proceeds of disposal.

Classification in the fair value hierarchy, together with additional information for property classified as level 3 within the hierarchy is provided in the table overleaf.

The fair value for the agricultural properties has been based on the market approach using current market conditions and recent sales prices and other relevant information for similar assets in the local authority area. Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised at Level 2 in the fair value hierarchy.

The office and commercial units located in the local authority area are measured using the income approach where the expected cash flows from the properties are discounted (using a market-derived all risks discount rate) to establish the present value of the net income stream.

The authority's office and commercial units are therefore categorised as Level 3 in the fair value hierarchy as the measurement technique used significant unobservable inputs to determine the fair value measurements (and there is no reasonably available information that indicates that market participants would use different assumptions).

	Fair Value Level	Fair Value at 31 March 2019 £'000	Additional Information for level 3 properties			
			Valuation technique	Unobservable inputs	Range (weighted average used)	Sensitivity
Agricultural units & other level 2 assets	2	15,198				
Office units	3	442	Income approach using an all risks discount rate to assess capital value	Discount Rate	8% - 11% (10%)	Significant changes in market conditions will effect the discount rate and will result in a significantly lower or higher fair value
Commercial units	3	4,350		Discount Rate	5% - 6% (5%)	
		19,990				

The movement for investment properties categorised at level 3 in the hierarchy as follows:

The fair value of the authority's investment property is measured annually at each reporting date. All valuations are carried out internally, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The authority's valuations experts work closely with finance officers reporting directly to the chief financial officer on a regular basis regarding all valuation matters.

Level 3	2017/18 £'000	2018/19 £'000
Balance at 1 April	971	1,675
Net gains (+) / losses (-) from fair value adjustments	102	-148
Transfers to / from Level 3	0	3,264
Additions	601	0
	1,674	4,791

24. Movement in the value of Assets Held for Sale

	2017/18 £'000	2018/19 £'000
Balance at 1 April	696	0
Assets newly classified as held for sale:		
Property, Plant and Equipment	0	0
Revaluation gains / (losses)	0	0
Impairment losses	0	0
Assets declassified as held for sale:		
Property, Plant and Equipment	0	0
Assets derecognised	-696	0
Additions	0	0
Balance at 31 March	0	0

All of the assets held for sale are classified as current assets because they are expected to be realised within the next 12 months. In 2018/19 there was no reclassification of Assets Held for Sale.

25. Movement in the value of Intangible Assets

	2017/18 £'000	2018/19 £'000
Gross Carrying value at 1 April	3,993	3,993
Additions	0	0
Transfers from Assets Under Construction	0	0
Derecognition	0	-1,808
Gross Carrying value at 31 March	3,993	2,185
Amortisation and Impairment at 1 April	-2,084	-2,337
Amortisation for the year	-253	-207
Impairment losses		
Derecognition		1,808
Amortisation and Impairment at 31 March	-2,337	-736
Net Book Value at 1 April	1,909	1,656
Net Book Value at 31 March	1,656	1,449

26. Heritage Assets

Heritage assets are assets that are intended to be preserved in trust for future generations because of their cultural, environmental or historical associations. This category of assets excludes assets with heritage characteristics that are used by the County Council in the provision of services - these are accounted for as operational assets within Property, Plant and Equipment.

The main heritage assets held by the County Council comprise museum collections, history centre collections and archaeological sites.

Information is not available on the cost of the heritage assets held by the County Council, other than for a very small number of items, as the majority have been donated or acquired by excavation. The County Council considers that obtaining valuations for the museum and history centre collections would involve a disproportionate cost in comparison to the benefits to the users of the accounts and therefore does not recognise these assets on the Balance Sheet. The County Council does not consider that reliable valuation information can be obtained for the archaeological sites because of the diverse nature of the sites and lack of comparable market values, and therefore does not recognise these assets on the Balance Sheet.

Although current valuation information is not available to recognise the heritage assets on the Balance Sheet, contents insurance of £2.8m for the Museum Service and the Oxfordshire History Centre (based on historic valuations) provides an indication of the value of these items not recognised on the Balance Sheet.

27. Valuation of non-current assets

It is the policy of the County Council to revalue land, buildings and component assets within Property, Plant and Equipment on a three-year rolling programme, as follows:

Year 1: Secondary and special schools, Other educational premises (including children's, youth and sports centres), surplus assets and other properties not re-valued within the past 3 years

Year 2: Primary, nursery, junior and infant schools

Year 3: Social care premises, libraries, museums and adult learning premises, Fire & Rescue Service and Community Safety premises, staff housing, central offices and highways depots

In addition, material changes in asset valuations are adjusted for in the interim periods.

Investment properties valuations are reviewed annually. Assets held for sale are revalued at the point of reclassification to that category.

Property valuations are conducted by the County Council's internal and external property valuers. They provide an annual valuation report and valuation certificate which give details of their opinion of the value of specific assets, basis of valuation, assumptions made and details of the rolling programme, additional and ad-hoc valuations. Valuations have been undertaken in accordance with the RICS Valuation Standards published by the Royal Institution of Chartered Surveyors. The basis of valuations is set out in Note 1.

As part of the rolling programme Secondary and special schools, Other educational premises (including children's, youth and sports centres), surplus assets and other properties not re-valued within the past 3 years were revalued as at 1 April 2018.

28. Private Finance Initiative (PFI and similar contracts – Homes for Older People)

The County Council has one PFI type contract (service concession arrangement) with an external operator, The Oxfordshire Care Partnership, relating to the provision of residential care homes and care services. The Cabinet Member for Adult Social Care represents the Council's interests as a director of the Partnership.

Provision of residential care services was originally in 19 homes across Oxfordshire under a 25 year contract with The Oxfordshire Care Partnership which came into operation in 2001. The County Council had an average of 70% of the beds in these homes. Under this arrangement, nine of the homes are subject to long term leases and these assets had previously been excluded from the County Council's Balance Sheet. A further ten homes were transferred to the contractor but with short term leases as the homes did not meet required property standards. These have now all been reprovided through a redevelopment programme.

The operator has built nine new homes and four extra care housing schemes through the redevelopment programme, whilst eleven homes have been closed. The Oxfordshire Care Partnership also operate the new Chilterns Court Care Centre built by the County Council, which was completed in 2016/17 and replaces the former care home in Henley. Under the Code, the County Council is required to recognise homes that meet tests in respect of control of services and control of the residual interest in property on its Balance Sheet. All homes under the contract are included on the County Council's Balance Sheet, with exception of one home that does not meet the control tests specified in the Code. At the end of the contract, all properties currently on the Balance Sheet revert to County Council ownership.

The council's original 25 year agreement with Oxfordshire Care Partnership will end in 2026/27, however The Oxfordshire Care Partnership will continue to operate the homes until the end of 2031/32.

There is no requirement for the County Council to purchase a set number or value of beds during the years 2027/28 to 2031/32 other than the obligation of both parties to maintain existing placements as at 31 March 2028. After 2026/27 all services will be purchased as spot contracts and numbers will vary, so there will be no further payments under this service concession arrangement.

The value of assets recognised under service concession arrangements at each Balance Sheet date and the movements in value during the year are provided as a memorandum to the movement in Property Plant and Equipment (Note 22).

The financial liabilities arising from the service concession arrangement and an analysis of movements in the year are set out below:

	2017/18 £'000	2018/19 £'000
Balance at 1 April	24,850	18,339
Increase in liability in the year		0
Transfer to Deferred Income	-6,154	0
Liability repaid in the year	-356	-402
Balance at 31 March	18,340	17,937

The service concession arrangement forms part of the finance liability recorded on the Balance Sheet, together with finance leases and forward deals on investments. A reconciliation of the service concession liability to the total finance liability is as follows:

	Long-Term		Current	
	At 31 March 2018 £'000	At 31 March 2019 £'000	At 31 March 2018 £'000	At 31 March 2019 £'000
Service Concession Arrangement	17,938	17,483	402	454
Finance Leases	80	23	52	53
Investments - Forward Deal	0	0	0	0
Total Finance Liability	18,018	17,506	454	507

Details of payments due to be made under the service concession arrangement are as follows, with comparative figures for 2017/18 following on.

	Service Costs £'000	Principal Repayments £'000	Interest Costs £'000	Lifecycle Replacement Payments £'000	Total £'000
2018/19					
Within 1 year	20307	454	2,355	890	24,006
2-5 years	84318	2,487	8,750	3,931	99,486
6-10 years	66617	14,997	5,581	3,380	90,575
Total	171,242	17,937	16,687	8,201	214,067
2017/18					
Within 1 year	15,960	402	2,407	856	19,625
2-5 years	66,472	2,202	9,036	3,780	81,490
6-10 years	58,683	15,736	7,651	4,421	86,491
Total	141,115	18,340	19,094	9,057	187,606

29. Capital Spending

The County Council's total capital spend for 2018/19 was £102.451m. Details of the expenditure are set out in the table below:

Capital Spending by Scheme	£'000
People - Children's Services	
Faringdon Community College	2,357
Bloxham, Warriner 9FE	1,905
East Hanney: St James	1,478
Matthew Arnold - 1FE Expansion	1,214
Schemes under £1m	10,936
	17,890
People - Adult Services	
Better Care Fund Disabled Facilities Grant	5,438
Schemes under £1m	586
	6,024
Communities	
Western Arc Ph1 Access-Headington	6,152
HCIP1819 Minor Patching	3,135
HCIP1819 Structural Patching	2,930
Structural Patching 18-19	2,814
HCIP1819 Resurfacing Inlay	2,727
A40 Science Transit (project development)	1,840
Carriageway Structural Maintenance 18-19	1,776
Surface Dressing 18-19	1,481
HCIP1819 Surface Dressing	1,419
Section 42 Routine Surf Dressing	1,362
Witney Downs Road	1,250
Kennington rail substructure	1,181
Oxford riverside routes to city centre	1,118
Skid Resistance Schemes 18-19	1,092
Better broadband project	3,065
Oxford Flood Alleviation Project	5,252
Drayton - Salt Barns	1,251
Schemes under £1m	17,277
	57,122

Resources (including Local Growth Fund LGF)

Osney Mead Innovation Quarter	4,500
LGF DISC Project	2,543
LGF3 Smart Oxford Culham City	1,173
LGF3 Agritech Centre	1,136
Housing and Growth Deal - Affordable Housing	6,715
LGF - Didcot Station Car Park Expansion	2,216
Schemes under £1m	758
	19,041

Sub Total Capital Programme

Capitalised Purchase Of Vehicles Fire Service	1,371
Capitalised ICT 18/19 >£500,000 ICT Children's Services Phase 1	963
Capitalised ICT 18/19 <£500,000	40

Total Capital Spending

Capital Spending by Asset Class

Property, Plant and Equipment	49,820
Intangible Assets	0
Revenue Expenditure Funded from Capital under Statute	53,061
Capital Loans	0
Repayment of capital grants and contributions	0
	102,881
Less assets acquired under service concession arrangements	0
Less assets transferred from capital prepayment account	-412
Less assets acquired under finance leases	-18

Total Capital Spending

30. Capital Financing

The capital expenditure has been financed from the following sources:

Capital Financing	2017/18 £'000	2018/19 £'000
Prudential and other unsupported borrowing	3,141	221
Capital Receipts	514	0
Grants & Contributions	88,675	100,830
Revenue	2,388	1,400
Total	94,718	102,451

31. Capital Financing Requirement

The Capital Financing Requirement (CFR) is a measure of the capital expenditure incurred historically by the County Council that has yet to be financed (including assets acquired under finance leases and service concession arrangements). The movements on the CFR for the year are as follows:

Capital Financing	2017/18 £'000	2018/19 £'000
Capital Financing Requirement as at 1 April	382,690	376,731
New unsupported borrowing	3,141	221
Assets acquired under finance leases	139	18
Service Concession arrangements - lifecycle prepayments	823	856
Residual interest - asset accumulation prepayments	43	43
Loan repayments and other adjustments	-90	13
Reduction in underlying need to borrow arising from derecognition of finance leases	0	-19
Minimum Revenue Provision for the year	-10,015	-10,220
Increase (+) / decrease (-) in Capital Financing Requirement	-5,959	-9,088
Capital Financing Requirement as at 31 March	376,731	367,643

32. Capital Commitments

As at 31 March 2019 the Council was contractually committed to £9.330m (£12.383m as at 31 March 2018) on the following schemes:

Capital Commitments by Scheme	£'000
People - Children's Services	
Matthew Arnold - 1FE Expansion	1,255
Warriner, Bloxham - 2FE Expansion	2,664
Below £500k	672
	4,591
Communities	
Better Broadband	2,585
Below £500k	572
	3,157
Resources	
Bicester Library	725
Local Growth Fund projects	770
Below £500k	87
	1,582
Total Capital Commitments	9,330

Note 1 There are no contractual commitments relating to investment properties.

Note 2 There are no contractual commitments relating to intangible assets.

Note 3 Transport projects with unspent budgets of £199.729m (individual values over £500k), plus £0.599k (values below £500k) are funded in whole or in part by specific grants, but there is no contract for delivery.

33. Financial Instrument Carrying Values

Financial assets comprise long-term and short-term investments, long-term and short-term debtors (excluding statutory debtors and capital prepayments) and cash & cash equivalents. Financial liabilities comprise long-term and short-term borrowing, creditors (excluding statutory creditors), finance leases, the finance liability element of service concession arrangements and forward deals on investments. The Code specifies the categorisation of these assets (see pages 33 – 34 of Note 1 Summary of Significant Accounting Policies). For each category, the financial instruments disclosed in the Balance Sheet are carried at the following values:

	Long-Term		Current	
	At 31 March 2018 £'000	At 31 March 2019 £'000	At 31 March 2018 £'000	At 31 March 2019 £'000
Financial assets at Amortised Cost	57,769	42,625	252,510	295,894
Fair Value through other comprehensive income - designated	0	0	0	101,006
Fair Value through other comprehensive income - other	0	0	84,342	0
Financial assets at fair value through profit and loss	0	0	10,038	39,544
Total Financial assets	57,769	42,625	346,890	436,444
Financial Liabilities at amortised cost	341,401	338,889	115,384	120,256
Total Financial Liabilities	341,401	338,889	115,384	120,256

Statutory debtors and creditors, receipts in advance and the capital prepayment account are not considered to be financial instruments and are therefore excluded from the above carrying values.

The County Council has £6.651m of loans and receivables as at 31 March 2019 secured on property (£7.009m at 31 March 2018). Of this, £1.000m was new in 2018/19 (£1.231m in 2017/18). The County Council is not permitted to sell or re-pledge this collateral.

The County Council has not pledged any collateral for liabilities or contingent liabilities and, as at 31 March 2019, there were no defaults or breaches relating to loans payable.

Soft loans given by the County Council are accounted for within the balances for long-term and short-term debtors. A reconciliation of the opening and closing balance for soft loans is as follows:

	2017/18 £'000	2018/19 £'000
Balance at 1 April	4,482	4,706
Nominal value of new loans granted	153	0
Fair value adjustment on initial recognition	0	0
Loans repaid during the year	-162	-696
Impairment losses recognised	-51	0
Interest credited to the Surplus / Deficit on Provision of Services	0	0
Other changes	284	-49
Balance at 31 March	4,706	3,961

The soft loans comprise key worker loans for assistance with the purchase of housing, loans under the Children's Act relating to foster care accommodation, loans under the Chronically Sick and Disabled Persons Act for adaptations to homes and deferred payment agreements for clients' care costs entered into prior to the national mandatory scheme introduced from 1 April 2015. The nominal value of the soft loans as at 31 March 2019 was £3.961m (£4.706m at 31 March 2018).

34. Financial Instrument Fair Values

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Financial assets classified as fair value through profit and loss and all derivative assets and liabilities are carried in the Balance Sheet at fair value. For most assets, including shares in money market funds and other pooled funds, the fair value is taken from the market price. Financial assets classified as amortised cost and all non-derivative financial liabilities are carried in the Balance Sheet at amortised cost. Their fair values have been estimated by calculating the net present value of the remaining contractual cash flows at 31 March 2018, using the following methods and assumptions:

- Loans borrowed by the Council have been valued by discounting the contractual cash flows over the whole life of the instrument at the appropriate market rate for local authority loans.
- The value of “Lender’s Option Borrower’s Option” (LOBO) loans have been increased by the value of the embedded options. Lenders’ options to propose an increase to the interest rate on the loan have been valued according to a proprietary model for Bermudan cancellable swaps. Borrower’s contingent options to accept the increased rate or repay the loan have been valued at zero, on the assumption that lenders will only exercise their options when market rates have risen above the contractual loan rate.

- The fair values of other long-term loans and investments have been discounted at the market rates for similar instruments with similar remaining terms to maturity on 31st March.
- The fair values of finance lease liabilities and of service concession liabilities have been calculated by discounting the contractual cash flows (excluding service charge elements) at the rate for new PWLB borrowing.
- No early repayment or impairment is recognised for any financial instrument, other than short-term debtors.
- The fair value of short-term instruments, including trade payables and receivables, is assumed to approximate to the carrying amount given the low and stable interest rate environment.

Fair values are shown in the table below, split by their level in the fair value hierarchy:

Level 1 – fair value is only derived from quoted prices in active markets for identical assets or liabilities, e.g. bond prices

Level 2 – fair value is calculated from inputs other than quoted prices that are observable for the asset or liability, e.g. interest rates or yields for similar instruments

Level 3 – fair value is determined using unobservable inputs, e.g. non-market data such as cash flow forecasts or estimated creditworthiness

Financial Liabilities	Fair Value Level	Balance Sheet At 31 March 2018 £'000	Fair Value At 31 March 2018 £'000	Balance Sheet At 31 March 2019 £'000	Fair Value At 31 March 2019 £'000
Financial liabilities held at amortised cost:					
Long-term loans from PWLB*	2	297,525	382,952	295,516	380,299
Long-term LOBO/money market loans*	2	30,444	49,652	30,361	80,973
Finance lease payables and service concession liabilities	3	18,018	33,320	18,013	31,108
Total		345,987	465,924	343,891	492,381
Liabilities for which fair value is not disclosed **		110,798		115,255	
Total Financial Liabilities		456,785		459,145	
Recorded on balance sheet as:					
Short-term creditors		65,661		92,690	
Short-term borrowing		49,269		27,059	
Short-term finance liabilities		453		507	
Long-term borrowing		323,383		321,383	
Long-term finance liabilities		18,019		17,506	
Total Financial Liabilities		456,785		459,145	

*For the purpose of fair value comparison accrued interest in relation to long term PWLB & LOBO/money market loans has been included in the long term balance sheet total.

**The fair value of short-term financial liabilities including trade payables is assumed to approximate to the carrying amount.

The fair value of financial liabilities held at amortised cost is higher than their balance sheet carrying amount because the authority's portfolio of loans includes a number of loans where the interest rate payable is higher than the current rates available for similar loans as at the Balance Sheet date. Similarly the discount rate implied in the service concession arrangement and finance leases is higher than the rates available for new borrowing at the Balance Sheet date.

Financial Assets	Fair Value Level	Balance Sheet At 31 March 2018 £'000	Fair Value At 31 March 2018 £'000	Balance Sheet At 31 March 2019 £'000	Fair Value At 31 March 2019 £'000
Financial assets held at fair value:					
Money market funds	1	26,655	26,655	39,544	39,544
Bond, equity and property funds	1	57,687	57,687	101,006	101,006
Financial assets held at amortised cost:					
Long-term loans to local authorities*	2	55,173	54,162	40,172	44,336
Long-term debtors	3	2,769	2,873	2,625	2,625
Total		142,284	141,377	183,347	187,511
Assets for which fair value is not disclosed ** ***		262,375		295,723	
Total Financial Assets		404,659		479,069	
Recorded on balance sheet as:					
Long-term debtors		2,769		2,625	
Long-term investments		55,000		40,000	
Short-term debtors ***		25,869		41,298	
Short-term investments		296,357		360,840	
Cash and cash equivalents		24,664		34,307	
Total Financial Assets		404,659		479,069	

* For the purpose of fair value comparison accrued interest on long term investments has been classified as long term in the balance sheet total.

**The fair value of short-term financial assets including trade receivables is assumed to approximate to the carrying amount.

*** Prior year comparator corrected in 2018/19.

The fair value of financial assets held at amortised cost is higher than their balance sheet carrying amount because the interest rate on similar investments is now lower than that obtained when the investment was originally made.

A comparison of the fair values calculated for all loans and receivables and financial liabilities carried at amortised cost is as follows:

	At 31 March 2018		At 31 March 2019	
	Carrying Amount £'000	Fair Value £'000	Carrying Amount £'000	Fair Value £'000
Loans and receivables	310,279	309,545	338,519	343,155
Financial Liabilities	456,785	543,845	459,145	607,636

35. Long Term Debtors

An analysis of long term debtors is set out as follows:

	At 31 March 2018 £'000	At 31 March 2019 £'000
Key Worker Loans	271	226
Car Loans to Employees	22	22
Chronically Sick and Disabled Persons Act loans	1,880	1,849
Children's Act: Loans to foster carers	572	499
Other	24	28
	2,769	2,625
Capital Prepayment Account	3,629	4,116
Total	6,398	6,741

Key Worker loans, Chronically Sick & Disabled Persons Act loans and Children's Act loans to foster carers are soft loans in that they are contracted at interest rates below market rates (zero in most cases).

The Capital Prepayment Account holds prepayments for lifecycle replacement costs relating to the service concession arrangement. As lifecycle replacements actually take place the value of the works is transferred to Property, Plant and Equipment (£0.487m was transferred in 2018/19). For one property that the County Council has control over the residual interest but not control over the services (and therefore does not meet the tests of a service concession arrangement), the account also holds an amount for the excess of the expected fair value of the property at the end of the arrangement over the amount the County Council is required to pay upon reversion. This is built up from payments made by the County Council over the life of the arrangement.

36. Debtors

Amounts falling due to the County Council in less than a year are set out as follows:

	At 31 March 2018 £'000	At 31 March 2019 £'000
Government Departments	8,067	8,998
Other Local Authorities	14,383	17,973
Health Authorities	2,470	10,738
Payments in Advance	6,323	5,574
Bodies external to general government (i.e. all other bodies)	34,671	41,192
	65,914	84,474
Less Impairment Allowance Account	-11,915	-12,969
Total	53,999	71,506

Under the arrangements for accounting for financial instruments, all financial assets are assessed for impairment. The Code permits the reduction in the carrying amount of financial assets to be held within an allowance account rather than adjusting the value of the financial asset directly. The movement in the debtor impairment allowance account is as follows:

Impairment Allowance	2017/18 £'000	2018/19 £'000
Brought Forward		-11,915
Transition to IFRS 9		-207
Balance at 1 April	-10,932	-12,123
Decrease in allowance	440	253
Increase in allowance	-1,423	-1,099
Balance at 31 March	-11,915	-12,969

37. Cash and Cash Equivalents

Cash and cash equivalents comprises the amount of cash balances held at the bank and in County Council establishments (excluding monies held on behalf of third parties), balances held in call accounts and monies held in Money Market Funds.

An analysis of cash and cash equivalents held by the County Council shows:

	At 31 March 2018 £'000	At 31 March 2019 £'000
Cash at bank and in hand	-2,163	-5,238
Call Accounts	172	299
Money Market Funds	28,655	39,246
Total	24,664	34,307

38. Risks arising from financial instruments

The County Council's activities expose it to a variety of financial risks:

- Credit risk - the possibility of financial loss stemming from other parties no longer being able to make payments or meet contractual obligations to the County Council
- Liquidity risk - the possibility that the County Council might not have funds available to meet its commitments to make payments when they fall due
- Market risk - the possibility that the County Council may suffer a financial loss as a result of changes in such measures as interest rates and movements in financial markets

The County Council's risk management of financial instruments is carried out by the Treasury Management Team, under policies approved by full Council in the Treasury Management Strategy and Annual Investment Strategy.

The Treasury Management Strategy sets out the approach to managing any borrowings the County Council may be required to undertake to meet the needs of the capital programme.

The Annual Investment Strategy sets out the County Council's policies for managing its investments and for giving priority to the security and liquidity of those investments, including the treasury limits in force to limit the treasury risk and activities of the County Council.

Credit Risk

Credit risk arises from deposits with banks and financial institutions, as well as credit exposure to the County Council's debtors. Deposits are restricted to institutions that meet the County Council's minimum credit rating criteria. Deposits are not made to banks or building societies with a FITCH short-term credit rating below F1, long-term rating below BBB-, unless there are other exceptional circumstances including Government ownership or Government guarantee.

Longer-term deposits of 1 year or more are restricted to the higher rated institutions with a minimum short-term FITCH rating of F1+, long-term rating AA-, or other Government bodies (e.g. other Local Authorities).

As there has been no significant increase in credit risk since initial recognition, a 12-month expected credit loss allowance model has been adopted for loans and deposits. At 31 March, no credit loss allowance (impairment) has been recognised due to the high credit nature of the investments resulting in any loss allowance being immaterial.

No credit loss allowance is recognised for investments in MMFs and pooled funds as these funds are held at market value.

Loss allowances on trade and lease receivables have been calculated by reference to the Council’s historic experience of default. At the balance sheet date, the Council considered that there are no factors which indicate that the future expected loss will be materially different to the historic rate. Receivables are determined to have suffered a significant increase in credit risk where they are 90 or more days past due for Corporate debtors and 120 or more days past due for Adult Social Care debtors.

Receivables are collectively assessed for credit risk in the following groupings:

	Allowance set aside based on historic rate	At 1 April 2018		At 31 March 2019	
		Gross Receivable £000	Loss allowance £000	Gross Receivable £000	Loss allowance £000
Corporate Debtors:					
Trade receivables under £10k after 120 days	60%	517	313	280	148
		517	313	280	148
Adult Social Care debtors:					
Debtors with an account balance under £20k after 6 months	50% of total customer balance	1,893	1,484	1,516	898
		1,893	1,484	1,516	898
Total		2,410	1,797	1,796	1,046

The following receivables are individually assessed for impairment:

	At 1 April 2018		At 31 March 2019	
	Gross Receivable £000	Loss allowance £000	Gross Receivable £000	Loss allowance £000
Corporate Debtors:				
Individuals and sole traders - all debts over £10k after 120 days	321	321	262	258
Organisations - all debts over £10k after 120 days	978	529	1,576	297
	1,299	850	1,838	555
Adult Social Care debtors:				
Adult social care debtors with an account balance over £20k after 6 months	902	472	2,258	1,714
	902	472	2,258	1,714
Total	2,201	1,322	4,096	2,269

The next table summarises the nominal value (excluding accrued interest) of the Council’s investment portfolio at 31 March 2019 and confirms that all investments were made in line with the Council’s approved credit rating criteria at the time of placing the investment. The table includes money market funds and call accounts classed as cash & cash equivalents at 31 March 2019.

Counterparty	Credit Rating Criteria Met When Investment Placed? YES / NO	Credit Rating Criteria Met on 31 March 2019? YES / NO	Balance Invested as at 31 March 2019					Total £000		
			Up to 1 month	≥ 1 month and < 3 months	≥ 3 months and < 6 months	≥ 6 months and < 12 months	≥ 12 months and < 24 months		≥ 24 months and < 36 months	
			£000	£000	£000	£000	£000		£000	
Banks										
UK	Yes	Yes		6,000	5,000					11,000
Banks non-UK										
Australia	Yes	Yes		5,000						5,000
Netherlands	Yes	Yes			5,000					5,000
Singapore	Yes	Yes	5,000	5,000	5,000					15,000
Total Banks			5,000	16,000	15,000	0	0	0		36,000
Local Authorities and Police Authorities	Yes	Yes	20,000	57,000	60,000	56,000	36,000	4,000		233,000
Notice Accounts			29,800							29,800
Bond Funds	Yes	Yes	75,661							75,661
Property Funds	Yes	Yes	25,345							25,345
Money Market Funds	Yes	Yes	29,232							29,232
Call Accounts	Yes	Yes	10,313							10,313
Total			195,350	73,000	75,000	56,000	36,000	4,000		439,350

The above analysis shows that all deposits outstanding as at 31 March 2019 met the County Council's credit rating criteria at that date.

Within the £84.474m short-term debtors classified at amortised cost, £26.770m were past due at 31 March 2019 (£17.456m at 31 March 2018). The past due amount can be analysed by age as follows:

Aged Debtors	At 31 March	At 31 March
	2018	2019
	£000	£000
Less than 1 month	5,078	13,101
Between 1 and 3 months	2,781	2,758
Between 3 and 6 months	1,725	2,222
Between 6 months and 1 year	2,242	2,775
Between 1 and 3 years	3,974	3,973
Over 3 years	1,656	1,943
Total	17,456	26,770

None of these past-due short-term debtors have been individually impaired. An impairment allowance of £3.314m has been provided for past due debtors that are financial instruments based on past and current experience (£2.911m at 31 March 2018). This is the County Council's estimate of maximum exposure to uncollectability. £2.884m of the debtor impairment allowance is based on collective assessments of debtors with similar characteristics. Individual impairment allowances have been provided for monies owed from a home support provider that went into liquidation (£0.184m), overpaid allowances to foster carers (£0.117m) and for overdue library fines (£0.130m). Debt collection rates have stabilised following the initial period of transition to the new arrangements with the Hampshire County Council Integrated Business Centre, however the current estimate of uncollectability remains higher than the average for the previous 5 years. The past due debtors analysis and impairment allowance quoted above exclude those for statutory debtors as these are not considered to be financial instruments.

The key worker, CSDP Act and Children's Act loans are secured on property. Details of this collateral are provided in Note 33.

Liquidity Risk

As the County Council has access to borrowings from the Public Works Loans Board, there is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. Instead, the risk is that the County Council may be bound to replenish a significant proportion of its borrowings at a time of unfavourable interest rates. The strategy is to spread the maturity dates of fixed debt so that a significant proportion of the portfolio does not mature in any one year.

The maturity analysis of borrowing and financial liabilities is as follows:

Amount at 31 March 2018		Amount at 31 March 2019			Total
		Fixed Rate	Variable Rate	Other Finance Liabilities	
£000		£000	£000	£000	£000
49,724	Less than 1 year	6,142	20,917	507	27,566
7,512	Between 1 and 2 years	6,000	5,000	525	11,525
56,769	Between 2 and 5 years	31,000	20,000	1,985	52,985
92,736	Between 5 and 10 years	83,000	0	14,997	97,997
184,383	More than 10 years	176,383	0	0	176,383
391,124		302,525	45,917	18,013	366,456

All trade and other payables are due to be paid in less than one year.

Market Risk

The County Council is exposed to risk in terms of its exposure to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the County Council. For instance, a rise in interest rates would have the following effects:

- Borrowings at variable rates - the interest expense charged to the Surplus or Deficit on the Provision of Services will rise
- Borrowings at fixed rates - the fair value of the long-term borrowings will fall
- Investments at variable rates - the variation in the interest income credited to the Surplus or Deficit on the Provision of Services will be dependent upon the nature and proportion of structured products
- Investments at fixed rates - the fair value of the long-term assets will fall

The County Council has a number of strategies for managing interest rate risk. For example, use of Lender's Option Borrowers Option (LOBO) loans is restricted to 20% of the debt portfolio.

In response to the current low interest rate environment, the Council sets fixed and variable rate interest rate exposure limits through its Treasury Management Strategy. These are designed to ensure that the Authority is not exposed to interest rate rises which could adversely impact on the revenue budget.

The Treasury Management Strategy Team regularly review the debt and investment portfolios and the impact of interest rate changes on the annual budget.

If the return on investments had been 1% higher, with all other variables held constant, the financial effect would be as follows:

If the return on investments had been 1% higher, with all other variables held constant, the financial effect would be as follows:

2017/18	£,000	2018/19	£'000
0	Increase in interest payable on new borrowings	0	0
0	Increase in interest receivable on variable and structured investments	0	0
-314	Increase in interest receivable on new fixed rate investments	-846	-846
-563	Increase in the gain arising from the revaluation of assets held at fair value through profit & loss	-1,304	-1,304
-878	Impact on CIES	-2,150	-2,150

If the return on investments had been 1% lower, with all other variables held constant, the financial effect would be as follows:

2017/18	£,000	2018/19	£'000
0	Decrease in interest payable on new borrowings	0	0
0	Decrease in interest receivable on variable and structured investments	0	0
202	Decrease in interest receivable on new fixed rate investments	816	816
563	Decrease in the gain arising from the revaluation of assets held at fair value through profit & loss	1,304	1,304
765	Impact on CIES	2,120	2,120

Where prevailing rates were below 1% for new debt or investments, zero return has been assumed where a reduction in interest rates by 1% would imply a negative return. Negative return is applicable to assets held at fair value through profit and loss.

Price Risk

The County Council does not generally invest in equity shares but does have investments in externally managed pooled funds which may invest in instruments sensitive to price movements. The fund managers monitor price fluctuations and have strategies for limiting the impact of adverse price movements of underlying investments within the pooled funds.

The Council's investment in a pooled property fund is subject to the risk of falling commercial property prices. A 5% fall in commercial property prices at 31st March 2019 would result in a £1.3m (2018: £1.0m) charge to the Surplus or Deficit on the Provision of Services which is then transferred to the Pooled Investment Funds Adjustment Account.

The Council's investment in pooled equity funds is subject to the risk of falling share prices. A 5% fall in share prices at 31st March 2019 would result in a £3.8m (2018: £0.9m) charge to the Surplus or Deficit on the Provision of Services which is then transferred to the Pooled Investment Funds Adjustment Account.

This risk is limited by the Council's maximum exposure to pooled funds of 50% of the total investment portfolio.

Foreign Exchange Risk

The council's deposits and debt instruments are denominated in sterling.

39. Creditors

A breakdown of the items within the creditors category on the Balance Sheet is given in the following table:

	At 31 March 2018 £'000	At 31 March 2019 £'000
Receipts in Advance		
Government Departments	1,686	2,053
Other Local Authorities	1,083	1,244
Health Authorities	100	368
Bodies external to general government (i.e. all other bodies)	5,272	5,808
	8,141	9,474
Creditors		
Government Departments	7,508	8,433
Other Local Authorities	6,935	5,200
Health Authorities	3,074	4,105
Bodies external to general government (i.e. all other bodies)	62,029	93,746
	79,546	111,484
Short Term Creditors and RIA	87,687	120,958
Long Term Receipts in Advance	7,745	9,769
Total	95,432	130,726

Long Term Receipts in Advance relate to contributions received which have conditions attached to them that are not expected to be satisfied within the next 12 months.

40. Provision

A breakdown of the items within the Provisions category on the Balance Sheet is set out below, analysed between those due within 1 year and those due after 1 year, together with the movements for the year is as follows:

	Balance at 31 March 2018	Reclassification between short and long term	Additional provisions made in 2018/19	Amounts used in 2018/19	Unused amounts reversed in 2018/19	Balance at 31 March 2019
	£'000	£'000	£'000	£'000	£'000	£'000
Provision due within 1 year						
Insurance	847	2,579	924	-619	-2,880	851
Pooled Budgets	0	0	0	0	0	0
Redundancy	14	0	0	-14	0	0
MMI Scheme of Arrangement	54	0	34	-16	-71	1
Business Rates	3,537	0	4,316	0	-3,537	4,316
Other	0	0	51	0	0	51
Provision due after 1 year	4,452	2,579	5,325	-649	-6,487	5,219
Insurance	4,772	-2,579	2,107	-490	-249	3,563
Total	9,224	0	7,432	-1,138	-6,736	8,782
	Balance at 31 March 2017	Reclassification between short and long term	Additional provisions made in 2017/18	Amounts used in 2017/18	Unused amounts reversed in 2017/18	Balance at 31 March 2018
	£'000	£'000	£'000	£'000	£'000	£'000
Provision due within 1 year						
Insurance	726	1,665	1,082	-946	-1,680	847
Pooled Budgets	436	0	1,039	-1,475	0	0
Redundancy	114	0	14	-114	0	14
MMI Scheme of Arrangement	180	0	45	-95	-76	54
Business Rates	2,776	0	3,537	0	-2,776	3,537
	4,232	1,665	5,717	-2,630	-4,532	4,452
Provision due after 1 year						
Insurance	4,678	-1,665	2,040	-219	-62	4,772
	4,678	-1,665	2,040	-219	-62	4,772
Total	8,910	0	7,757	-2,849	-4,594	9,224

Details of the provisions held at 31 March 2019 are as follows:

- Insurance claims are managed by the County Council's Insurance Team, working with external insurers and legal advisors to achieve a satisfactory outcome. The time required to settle these claims will depend upon the complexity of each case and the approach adopted by each claimant but the expectation is that these cases will be settled within 18 months to two years. In a small number of cases where the final liability is dependent on a long term medical prognosis, the claim may take longer to settle to ensure all the medical facts are known.
- The County Council has claims outstanding with Municipal Mutual Insurance Plc. (MMI). In November 2012 the directors of MMI triggered a process to wind up the business. This means the County Council may have to repay all or part of the insurance claims settled since the company ceased to trade, as well as fund any outstanding claims. A levy of 15% has been paid since 2012, and this was increased to 25% in 2016. A provision of £0.001m has been allocated as per the actuary's report of April 2019 and adjustment for updated outstanding claims figures.
- Under the Business Rates Retention Scheme the County Council is required to account for its share of the billing authorities' provision for appeals on business rates valuations.

41. Deferred Income

The deferred income balance of £7.433m at 31 March 2019 (£8.359m at 31 March 2018) relates to lease premiums received under the service concession arrangement with Oxfordshire Care Partnership and in relation to two other leases, which are being released to the Comprehensive Income and Expenditure Statement over the lives of the arrangements.

42. Capital Grants Receipts in Advance

The balance on this account represents capital grants and contributions which have been received but not yet recognised as income as they have conditions attached to them that require the monies to be returned to the provider if not used for the purposes specified. The movement on the account in 2018/19, split between short term and long term is as follows:

2017/18*				2018/19				
Capital Grants	Developer Contributions	Other Contributions	Total	Capital Grants	Developer Contributions	Other Contributions	Total	
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Short Term:								
4,668	18,880	975	24,523	Balance as at 1 April	11,674	18,364	0	30,038
11,677	-616	0	11,061	Received/refunded during the year	4,522	1,173	164	5,859
-4,671	-16,311	-975	-21,957	Transferred to the Comprehensive Income and Expenditure Statement during the year	-4,044	-10,852	0	-14,896
0	16,410	0	16,410	Transfer between short and long term	0	16,704	0	16,704
11,674	18,363	0	30,037	Balance at 31 March	12,151	25,389	164	37,704
Long Term:								
0	66,139	65	66,204	Balance as at 1 April	0	73,537	65	73,602
0	23,621	0	23,621	Received/refunded during the year	0	35,108	0	35,108
0	188	0	188	Transferred to the Comprehensive Income and Expenditure Statement during the year	0	528	0	528
0	-16,410	0	-16,410	Transfer between short and long term	0	-16,704	0	-16,704
0	73,538	65	73,603	Balance at 31 March	0	92,469	65	92,534
11,674	91,901	65	103,640	Total Balance at 31 March	12,151	117,858	229	130,239

*2017/18 figures include £0.368m adjusted between capital grants and other contributions

43. County Fund Balance

The balance on the County Fund at 31 March 2019 was £27.971m (£25.719m at 31 March 2018) as shown in the Movement in Reserves Statement on page 23.

44. Earmarked Reserves

	Balance at 1 April 2017 £'000	In year movement 2017/18 £'000	Balance at 31 March 2018 £'000	In year movement 2018/19 £'000	Balance at 31 March 2019 £'000
School Reserves	18,373	-3,196	15,177	2,132	17,309
Vehicle and Equipment Reserve	3,332	-572	2,760	142	2,901
Grants and Contribution Revenue Reserve	15,387	-1,848	13,539	1,168	14,707
Government Initiatives	418	169	587	737	1,324
Trading Accounts	293	365	658	-334	325
Council Elections	718	-560	158	170	328
Partnership Reserves	199	455	654	2,004	2,659
On Street Car Parking Transition / Transformation Reserve	2,790	-479	2,311	-314	1,997
Budget Prioritisation Reserve	2,122	360	2,482	711	3,193
Insurance Reserve	16,871	95	16,966	-12,077	4,889
Business Rates Reserve	8,080	435	8,515	2,132	10,647
Capital Reserve	117	33	150	405	555
Budget Equalisation Reserve	34,476	-3,160	31,316	-129	31,188
	1,205	88	1,293	-1,013	280
Total Earmarked Reserves	104,381	-7,815	96,566	-4,266	92,300

The purposes of the earmarked reserves are as follows:-

School Reserves

In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual school surpluses and deficits. These reserves are committed to be spent on schools.

The following table provides an analysis of school surplus and deficits:

	Balance at 31 March 2018		Balance at 31 March 2019	
	No. of schools	Balance £'000	No. of schools	Balance £'000
Primary Schools				
Schools in surplus	140	10,397	134	11,502
Schools in deficit	16	-592	10	-358
Secondary Schools				
Schools in surplus	1	182	0	0
Schools in deficit	2	-2,239	1	-1,438
Special Schools				
Schools in surplus	7	979	8	1,193
Schools in deficit	2	-294	1	-112
Sub-Total Revenue	168	8,433	154	10,787
Closed schools, schools contingency and schools forum		6,571		6,376
Total		15,004	154	17,163

The reserve also contains a small balance of £0.146m of relating to miscellaneous education activities (£0.173m at 31 March 2018).

Vehicle and Equipment Reserve

This reserve is to fund future replacements of vehicles and equipment.

Grants and Contributions Reserve

This reserve has been set up to hold unspent grants and contributions committed to be spent in future years. £2.374m of the balance at 31 March 2019 relates to the Dedicated Schools Grant.

Government Initiatives Reserve

This reserve is used to hold underspends on budgets funded by unringfenced grants held that relate to specific agreed outcomes or the implementation of Government initiatives.

Trading Accounts

This reserve holds funds relating to traded activities to help manage investment.

Council Elections Reserve

This reserve has been established to meet the cost of County Council Elections.

Partnership Reserves

This reserve holds funds relating to partnership arrangements.

On-Street Car Parking Reserve

This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (Section 55). The purposes for which these monies can be used are defined by statute.

Insurance Reserve

This reserve covers the County Council for insurance claims that, based on the previous experience of the County Council, are likely to be received, as well as a number of insurance related issues.

An independent actuary, Arthur J Gallagher, carries out a full valuation of the County Council's employers and public liability, motor, property and personal accident liability every three years using generally accepted actuarial methods. Interim valuations take place annually in between. The last full valuation was completed as at 31 March 2017.

The actuaries projected the standard claims arising in future years in respect of the period up to 31 March 2019 at £1.881m. In addition to these claims the actuaries have also highlighted an amount in respect of Municipal Mutual Insurance Plc (MMI) clawback and non-standard claims (for example exceptional and latent claims) which in total has been assessed at £1.786m. The sum of £0.519m has been included in the reserves to cover MMI clawback noted as a contingent liability.

	At 31 March 2018 £'000	At 31 March 2019 £'000
Standard claims likely to be received as at 31 March	1,753	1,881
Additional IBNR/Latent claims as assessed by Actuarial review	1,807	1,786
MMI clawback as assessed by actuarial review	849	519
Risk management	4,106	6,461
Total	8,515	10,647

Business Rates Reserve

This reserve is being used to smooth out any volatility in the business rates collected by the District Councils on behalf of the County Council.

Capital Reserve

This reserve has been established for the purpose of financing capital expenditure in future years.

Budget Equalisation Reserve

This reserve is used to manage the cash flow implications of variations to the Medium Term Financial Plan.

Budget Prioritisation Reserve

This reserve is to help support the implementation of directorate business strategies and the Medium Term Financial Plan.

Transition/Transformation Reserve

This reserve was established as part of the 2016/17 budget process to utilise one-off grant funding from the Government to fund the Council's Fit for the Future transformation programme.

45 Usable Capital Receipts

	2017/18 £'000	2018/19 £'000
Balance at 1 April	20,145	22,580
Net receipts from sale of assets	2,436	754
Net receipts from repayment of loans	513	127
Receipts applied to finance capital expenditure	-514	0
Balance at 31 March	22,580	23,461

This reserve has been established for the purpose of financing capital expenditure in future years. Unutilised capital receipts at 31 March 2019 have been earmarked for future schemes.

An analysis of the net capital receipts from the sale of assets is set out in the following table:

Net Capital Receipts from the sale of assets	2017/18 £'000	2018/19 £'000
St Edburg's primary school site	1,417	
Other receipts from the sale of assets under £500,000	1,019	754
Total	2,436	754

46. Capital Grants and Contributions Unapplied

The balance on this account represents grants and contributions which have been recognised as income in the Comprehensive Income and Expenditure Statement but not yet applied to finance capital expenditure.

	2017/18 £'000	2018/19 £'000
Balance at 1 April	42,185	48,070
Applied during the year	-15,154	-4,479
Recognised as income but not applied during the year	21,039	37,528
Balance at 31 March	48,070	81,120

47. Unusable Reserves

A breakdown of reserves within the unusable reserves category on the Balance Sheet is set out in the following table.

Unusable Reserves	31 March	Restated IFRS 9	31 March
	2018	Implementation	2019
	£'000	1 April 2018	£'000
		£'000	£'000
Available for Sale Financial Instruments Reserve	3,578	0	0
Pooled Fund Adjustment Account		3,005	986
Pensions Reserve	-980,258	-980,258	-1,113,706
Revaluation Reserve	189,036	189,036	191,878
Capital Adjustments Account	600,267	600,267	577,839
Financial Instruments Adjustment Account	-239	-239	-238
Collection Fund Adjustment Account	5,860	5,860	7,976
Accumulated Absences Account	-3,119	-3,119	-2,904
Total	-184,875	-185,448	-338,168

Movements on the Pensions Reserve are set out in the Retirement Benefits Note 18.

48. Financial Instruments Revaluation Reserve

The Financial Instruments Revaluation Reserve holds gains /losses arising from the movement in fair value of assets held within the Fair Value through Other Comprehensive Income assets category.

Prior to the adoption of IFRS 9 these assets were categorised as Available for Sale and movements were held in the Reserve. The transition is set out in Note 16.

Available for Sale Reserve	Available for Sale Reserve	Pooled Funds Adjustment Account
2017/18	2018/19	2018/19
£'000	£'000	£'000
2,262	3,578	0
Balance at 1 April		
1319		
Increase in value of available for sale financial assets		
-3		
Decrease in value of available for sale financial assets		
Transition to IFRS 9 - transfer to Pooled Funds Adjustment Account	-3,005	3,005
Transition to IFRS 9 - accumulated gains transferred to CIES	-573	
Increase in value of assets held at Fair Value through Profit and Loss		749
Decrease in value of assets held at Fair Value through Profit and Loss		-448
Amounts released to the CIES on disposal		-2,320
0		-2,320
3,578	0	986
Balance at 31 March		

49. Revaluation Reserve

The Revaluation Reserve contains the gains made by the County Council arising from increases in the value of Property, Plant and Equipment. The balance is reduced when assets with accumulated gains are revalued downwards or impaired, consumed through depreciation or disposed. The Reserve contains only revaluation gains accumulated since 1 April 2007, when the Reserve was created. Accumulated gains arising before that date are consolidated into the balance on the Capital Adjustment Account

2017/18		Revaluation Reserve	2018/19	
£'000	£'000		£'000	£'000
	158,413	Balance as at 1 April		189,036
Page 96	3,681	Revaluation of assets	16,789	
	1,101	Impairment of assets	-651	
	9,388	Write back of accumulated depreciation on revaluations	261	
	1,552	Write back of accumulated impairment on revaluations	189	
		Surplus or deficit on revaluation of non current assets not posted to the Surplus or Deficit on the Provision of Services		
	38,520		16,589	
	-3,220	Difference between fair value depreciation and historical cost depreciation	-3,455	
	-4,677	Accumulated gains on assets sold or scrapped	-10,292	
	-7,897	Amounts written off to the Capital Adjustment Account	-13,747	
	189,036	Total Balance at 31 March		191,878

50. Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences between accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The account is credited with the amounts set aside by the County Council as finance for the costs of acquisition, construction or enhancement. The account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date the Revaluation Reserve was created to hold such gains.

2017/18		Capital Adjustment Account	2018/19	
£'000	£'000		£'000	£'000
	600,115	Balance as at 1 April		600,267
		Reversal of Items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement (CIES):		
		Charges for depreciation for non-current assets		30,903
	-169	Charges for impairment for non-current assets		-64
	-433	Revaluation losses / subsequent gains on Property, Plant and Equipment		953
	-253	Amortisation of Intangible Assets		-207
	-53,823	Revenue Expenditure funded from capital under statute		-53,061
		Amounts of non-current assets written off on disposal or sale as part of the gain/ loss on derecognition		-67,238
	-31,643	Removal of finance liability on derecognition of assets held under finance leases		19
	0			
	-118,472			-150,501

	Adjusting amounts written out of the Revaluation Reserve:		
3,220	Difference between fair value depreciation and historical cost depreciation	3,455	
4,653	Accumulated gains on assets sold or scrapped	10,292	
7,873			13,747
	Capital Financing applied in year:		
514	Use of the Capital Receipts Reserve to finance new capital expenditure	0	
75,031	Capital grants and contributions credited to the CIES that have been applied to capital financing	88,957	
13,644	Application of grants to capital financing from the Capital Grants Unapplied account	4,143	
0	Reversal of grants and contributions applied in previous years	0	
0,015	Statutory provision for the financing of capital investment charged against the County Fund balance	10,220	
0,388	Capital expenditure charged against the County Fund balance	9,130	
-3	Reversal of revenue applied to capital financing in previous years	0	
101,589			112,450
10,347	Movements in the market value of Investment Properties debited or credited to the CIES		2,200
0	Amounts of Investment Properties written off on disposal or sale as part of the gain/loss on derecognition		-197
0	Revaluation losses / subsequent gains on Assets held for Sale		0
0	Impairment Losses on Assets held for Sale		0
24	Accumulated gains on Assets held for Sale or scrapped		0
-696	Amounts of Assets held for Sale written off on disposal or sale as part of the gain/loss on derecognition		0
-513	Repayment of loans treated as capital receipts		-127
600,267	Total Balance at 31 March		577,839

51. Collection Fund Adjustment

The account holds the difference between the accrued Council Tax income and accrued Business Rates income included in the Comprehensive Income and Expenditure Statement (CIES) and the amount required by regulations to be credited to the County Fund. The movement on the account is as follows:

Collection Fund Adjustment Account	2017/18 £'000	2018/19 £'000
Balance as at 1 April	6,826	5,860
Decrease in Council Tax and Business Rate surpluses/increases in deficits	-1,589	-727
Increases in Council Tax and Business Rate surpluses/reductions in deficits	623	2,844
Amount by which Council Tax and Business Rate income credited to the CIES is different from the income for the year calculated in accordance with statutory requirements	-966	2,116
Balance as at 31 March	5,860	7,976

52. Accumulated Absences Account

The Accumulated Absences Account absorbs the differences that would otherwise arise on the County Fund balance from accruing for compensated absences earned but not taken in the year. Statutory provisions require that the impact on the County Fund balance is neutralised by transfers to or from the account.

The balance at 31 March 2017 relates to teachers' accumulated holiday pay, no accruals have been made for non-teaching staff in 2016/17 as the amounts involved are not considered to be material to the accounts. The balance for teachers' accumulated holiday pay has increased because of the Easter 2017 holiday all falling in the 2017/18 financial year.

Accumulated Absences Account	2017/18	2018/19
	£'000	£'000
Balance as at 1 April	3,155	3,119
Settlement or cancellation of previous year's accrual	-3,155	-3,119
Amount accrued at the end of the current year	3,119	2,904
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement differs from remuneration chargeable in the year under statute	-36	-215
Balance as at 31 March	3,119	2,904

53. Cash Flow Statement – Non-Cash Movements

The table below provides a breakdown of the non-cash movements within operating activities summarised in the Cash Flow Statement:

Non-cash Movements	2017/18	2018/19
	£'000	£'000
Depreciation/amortisation of fixed assets	-32,404	-31,110
Impairment charges/revaluation losses	-602	888
Retirement benefit adjustments	-50,227	-76,303
Debt write-offs and Impairment allowances	-439	-911
Other financial instrument adjustments	2	2
Provisions set aside in the year	-1,648	3,474
Deferred income released	-5,228	926
Movement in value of investment properties	10,347	2,200
Carrying amount of non-current asset sold	-32,339	-67,416
Transfers from Capital Grants		
Receipts in Advance	21,769	14,368
Previous years' capitalised spend written-off	-3	0
Donated assets	22	0
Other non cash adjustment	296	644
Increase/decrease(-) in inventories	0	0
Increase/decrease(-) in debtors	-10,414	-2,242
Increase(-)/decrease in creditors	-10,855	-14,221
Total adjustments for non-cash movements	-111,723	-169,701

54. Cash Flow Statement – Operating Activities

The cash flows for operating activities are as follows:

	2017/18	Operating Activities	2018/19	
	£'000		£'000	£'000
		Cash outflows		
		Cash paid to and on behalf		
	320,770	of employees	328,231	
	513,522	Other operating costs	533,678	
	834,292		861,909	
		Cash inflows		
	-335,341	Council tax receipts	-357,358	
	-30,945	Non-domestic rate incomes	-33,659	
	-18,666	Revenue Support grant	-5,868	
	-37,821	Business rate top up grant	-39,046	
	-332,565	Other government grants	-335,471	
	-63,516	and contributions		
		Other cash received for		
		goods and services	-52,219	
	-818,854		-823,622	
		Cash outflows		
	15,797	Interest paid	15,778	
		Interest element of finance		
	2,465	lease rental payments	2,407	
	18,262		18,185	
		Cash inflows		
	-3,255	Interest received	-3,398	
	-3,255		-3,398	
	30,445	Total Operating Activities	53,073	

55. Cash Flow Statement – Investing Activities

The following table provides a breakdown of the items within the Investing Activities line of the Cash Flow Statement.

Investing Activities	2017/18	2018/19
	£000	£000
Purchase of property, plant and equipment, investment property and intangible assets	52,412	34,463
Purchase of short-term and long-term investments	278,000	430,962
Other payments for investing activities	1,023	899
Proceeds from the sale of property, plant and equipment, investment property and intangible assets	- 2,436	- 854
Capital grants	- 120,435	- 181,856
Proceeds from short-term and long-term investments	- 240,000	- 370,639
Other receipts from investing activities	- 599	- 144
Total adjustments for investing activities	- 32,035	- 87,169

56. Cash Flow Statement – Financing Activities

A breakdown of the items within the Financing Activities line in the Cash Flow Statement is as follows:

Financing Activities	2017/18 £'000	2018/19 £'000
Cash receipts of short- and long-term borrowing	0	0
Other receipts from financing activities	0	0
Cash payments for the reduction of the outstanding liabilities relating to finance leases and on-balance sheet service concession arrangements	6,564	453
Repayments of short- and long-term borrowing	18,000	24,000
Other payments for financing activities	0	0
Total adjustments for financing activities	24,564	24,453

57. Contingent Liabilities

Nettlebed School Land

In 2006 children at Nettlebed School moved to a new school site and the old premises were sold. The Council used the sale proceeds of £1.355m to meet some of the costs of the new school (£2m).

The land was originally given by the late Robert Fleming in 1914 and in 1928 to provide for the Primary School under the School Site's Act 1841. Mr Fleming died in the 1930s and his beneficiaries have brought a claim against the Council arguing that the money received from the sale of the School should go back to them on the basis that, under the act, the land had to be used for the statutory purpose of providing education and if it ceased to be used for that purpose it would revert to the estate of the person/trust who gave the land in the first place.

The Act does allow you to sell/exchange the land and use the money to buy another school and in 2018 the High Court accepted that this could be viewed as one composite transaction and the land did not revert to Mr Fleming's

family. However, the Court of Appeal held a different view. They say, when the children moved off site in 2006 then the land reverted to the beneficiaries.

The Council has now lodged an appeal with the Supreme Court. If the appeal is not successful, the Council will need to pay the sale proceeds to the beneficiaries. As the income from the sale was recognised as a capital receipt, this will be funded from the Capital Receipts Unapplied Reserve and will reduce the funding available for the capital programme.

Municipal Mutual Insurance Plc

The County Council has claims outstanding with Municipal Mutual Insurance (MMI) Plc. In November 2012 the directors of MMI triggered a process to wind up the business. This means the County Council may have to repay all or part of the insurance claims settled since the company ceased to trade, as well as fund any outstanding claims. The current levy of 25% has been paid against settled claims, therefore as at 30 September 2018 the Council has a potential liability of £3.505m remaining on previously settled claims, plus the value of any outstanding and future claims. On Actuarial advice a further 15% of the total known liability has been secured against future clawback over the longer term. This is in addition to the small short-term provision of £0.001m recognised at year end for the 15% levy which will be due on outstanding claims figures.

Mandatory Relief for NHS Trusts

Along with other NHS Trusts across the Country, the Oxford Health NHS Foundation Trust has made a claim for backdated mandatory relief of business rates (NNDR). Business rates are collected by the District Councils and pooled with the County Council and Central Government. The County receives 10% of the rates collected and would be liable for 10% of the claim. The claim period is from February 2012 to 2019 and exceeds £25m. If the claim is successful, the County Council has a potential liability in excess of £2.5m and would see a future reduction in annual income from NNDR of about £0.400m.

58. Material Post Balance Sheet Events

Events after the balance sheet date have been considered up until 31 May 2019, when the accounts were authorised for issue.

Two schools converted to academy status since 31 March 2019, none of which are recognised on the County Council's balance sheet.

These are non-adjusting events.

Events after the Balance Sheet date are those events, favourable or unfavourable, that occur between the end of the reporting period (31 March 2018) and the date the Statement of Accounts is authorised for issue. There are two types of event:

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- those that provide evidence of conditions that existed at the Balance Sheet date – the Statement of Accounts is adjusted to reflect such events
 - those that are indicative of conditions that arose after the Balance Sheet date – the Statement of Accounts is not adjusted to reflect such events, but a disclosure is made if the event has a material effect.

59. Changes in accounting policy

The County Council is required to disclose information relating to the impact of an accounting change on the financial statements as a result of the adoption by the Code of Practice on Local Authority Accounting in the United Kingdom 2019/20 (the Code) of a new standard that has been issued but is not yet required to be adopted by the County Council for the current reporting year (2018/19).

New standards that have been adopted by the Code for 2019/20 which will apply from 1 April 2019 are as follows:

- Amendments to IAS 40 Investment Property: Transfers of Investment Property

- Annual Improvements to IFRS Standards 2014 - 2016 Cycle
- IFRIC 22 Foreign Currency Transactions and Advance Consideration
- IFRIC 23 Uncertainty over Income Tax Treatments
- Amendments to IFRS 9 Financial Instruments: Prepayment Features with Negative Compensation

Assessments of the impact of the of accounting standards to be adopted in 2019/20 have found that they are not expected to have a material impact.

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. Changes in accounting estimates are accounted for prospectively, ie in the current and future years affected by the change and do not give rise to a prior period adjustment.

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the authority's financial position or financial performance. Where a change is made, it is applied retrospectively (unless stated otherwise) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.

Material errors discovered in prior period figures are corrected retrospectively by amending opening balances and comparative amounts for the prior period.

60. Authorisation of the Accounts

The draft Statement of Accounts was authorised for issue by Lorna Baxter, Director of Finance on 29 May 2019.

These statements may be subject to amendment following the conclusion of the audit.

Fund Account

Fund Account for the Year Ended 31 March 2019			
	Notes	2018 £'000	2019 £'000
Contributions and Benefits			
Contributions Receivable	6	-95,440	-93,726
Transfers from Other Schemes	7	-7,562	-9,949
Other Income	8	-506	-465
Income Sub Total		-103,508	-104,140
Benefits Payable	9	83,215	88,195
Payments to and on Account of Leavers	10	7,746	10,655
Expenditure Sub Total		90,961	98,850
Net (Additions)/Withdrawals From Dealings With Members		-12,547	-5,290
Management Expenses	11	10,925	11,030
Net (Additions)/Withdrawals From Dealings With Members Returns on Investments		-1,622	5,740
Investment Income	12	-75,246	-32,698
Commission Recapture		-1	0
Profits and Losses on Disposal of Investments and Changes in Market Value of Investments	16a	-21,600	-132,586
Less Taxes on Income	12	239	244
Net returns on Investments		-96,608	-165,040
Net (Increase)/Decrease in the Net Assets Available for Benefits During the Year		-98,230	-159,300
Opening Net Assets of the Scheme		2,257,120	2,355,350
Closing Net Assets of the Scheme		2,355,350	2,514,650

Net Assets

Net Assets as at 31 March 2019			
	Notes	2018 £'000	2019 £'000
Investment Assets			
Bonds	16b	279,802	296,805
Equities	16b	713,313	360,807
Pooled Investments	16b	1,069,635	1,581,636
Pooled Property Investments	16b	161,441	172,306
Derivative Contracts	16c	480	1,111
Cash Deposits	16d	9,698	3,567
Other Investment Balances	16d	13,229	7,429
Long-Term Investment Assets	16b	840	840
Investment Liabilities			
Derivative Contracts	16c	-752	-384
Other Investment Balances	16d	-5,821	-869
Total Investments		2,241,865	2,423,248
Assets and Liabilities			
Current Assets	17	110,040	91,324
Current Liabilities	18	-3,227	-4,419
Net Current Assets		106,813	86,905
Long-Term Assets	19	6,672	4,497
Net Assets of the scheme available to fund benefits at year end		2,355,350	2,514,650

The Fund's financial statements do not take account of liabilities to pay pensions and other benefits after the period end. The actuarial present value of promised retirement benefits is disclosed at Note 26.

Note 1 – Description of the fund

This description of the Fund is a summary only. Further details are available in the Fund's 2018/19 Annual Report and in the underlying statutes.

General

The Oxfordshire County Council Pension Fund is part of the Local Government Pension Scheme which is a statutory, funded, defined benefit pension scheme. Oxfordshire County Council is the administering body for this pension fund. The scheme covers eligible employees and elected members of the County Council, District Councils within the county area and employees of other bodies eligible to join the Scheme.

The scheme is governed by the Public Service Pensions Act 2013 and is administered in accordance with the following secondary legislation:

- The Local Government Pension Scheme Regulations 2013 (as amended)
- The Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 (as amended)
- The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2016.

This defined benefit scheme provides benefits related to salary for its members. Pensions paid to retired employees, their dependants, and deferred benefits are subject to mandatory increases in accordance with annual pension increase legislation. The amount is determined by the Secretary of State.

Membership

The majority of fund employers are required to automatically enrol eligible jobholders into the LGPS under the government's auto-enrolment

legislation, employees may then choose to opt-out of the scheme. Some employers will have the option of whether to auto-enrol eligible jobholders into the LGPS or another qualifying scheme.

Members are made up of three main groups. Firstly, the contributors - those who are still working and paying money into the Fund. Secondly, the pensioners - those who are in receipt of a pension and thirdly, by those who have left their employment with an entitlement to a deferred benefit on reaching pensionable age.

Organisations participating in the Oxfordshire County Council Pension Fund include:

- Scheduled Bodies – Local authorities and similar bodies, such as academies, whose staff are automatically entitled to become members of the Fund.
- Admitted Bodies – Organisations that participate in the Fund under an admission agreement between the Fund and the organisation. Admitted bodies include voluntary, charitable and similar bodies or private contractors undertaking a local authority function following outsourcing to the private sector.
- Admitted Bodies can be split in to two groups:
 - Community Admission Bodies – these are typically employers that provide a public service on a not-for-profit basis and often have links to scheduled bodies already in the Fund. Housing Corporations fall under this category.
 - Transferee Admission Bodies – these are bodies that provide a service or asset in connection with the exercise of a function of a scheme employer. Typically this will be when a service is transferred from a scheme employer and is to allow continuing membership for staff still involved in the delivery of the service transferred.

Full definitions are contained in The Local Government Pension Scheme (Administration) Regulations 2008.

The table below details the composition of the Fund’s membership:

	As at 31 March 2018	As at 31 March 2019
Number of Contributory Employees in Scheme		
Oxfordshire County Council	8,646	8,529
Other Scheduled Bodies	10,600	11,156
Admitted Bodies	764	606
	20,010	20,291
Number of Pensioners and Dependants		
Oxfordshire County Council	8,809	9,095
Other Scheduled Bodies	5,414	5,710
Admitted Bodies	931	993
	15,154	15,798
Deferred Pensioners		
Oxfordshire County Council	17,058	16,114
Other Scheduled Bodies	11,260	9,993
Admitted Bodies	1,360	1,340
	29,678	27,447

Unprocessed leavers are included as Deferred Pensioners.

Thirty-six Admitted Bodies and three Scheduled Bodies joined the scheme in 2018/19. In addition, one Admitted Body left the scheme and three academies joined multi-academy trusts in 2018/19. There was no significant impact on the membership of the scheme because the Academies’ members were transferred to a multi-academy trust employer and the other new bodies all transferred from an existing scheme employer or were small.

Funding

The Oxfordshire County Council Pension Fund is financed by contributions from employees and employers, together with income earned from investments. The contribution from employees is prescribed by statute, and for the year ending 31 March 2019 rates ranged from 5.5% to 12.5% of pensionable pay.

Employers’ contribution rates are set following the actuarial valuation, which takes place every three years. The latest actuarial valuation took place in 2016 and determined the contribution rates to take effect from 01 April 2017. Employer contribution rates currently range from 12.2% to 28.4% of pensionable pay.

Benefits

Prior to 1 April 2014, pension benefits under the LGPS were based on final pensionable pay and length of pensionable service as summarised below.

	Service Pre 1 April 2008	Service Post 31 March 2008
Pension	Each full-time year worked is worth 1/80 × final pensionable salary.	Each full-time year worked is worth 1/60 × final pensionable salary.
Lump Sum	Automatic lump sum of 3 × pension. In addition, part of the annual pension can be exchanged for a one-off tax-free cash payment. A lump sum of £12 is paid for each £1 of pension given up.	No automatic lump sum. Part of the annual pension can be exchanged for a one-off tax-free cash payment. A lump sum of £12 is paid for each £1 of pension given up.

From 1 April 2014 the scheme became a career average scheme, where members accrue benefits based on their pensionable pay in any given year at an accrual rate of 1/49th. Accrued pension is indexed annually in line with

the Consumer Prices Index. The normal retirement age is linked to each individual member's State Pension Age.

There are a range of other benefits provided under the scheme including early retirement, disability pensions and death benefits. Scheme members are now also able to opt to pay 50% of the standard contributions in return for 50% of the pension benefit.

Note 2 – Basis of Preparation

The accounts have been prepared in accordance with the requirements of the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.

Regulation 5(2)(c) of the Pension Scheme (Management and Investment of Funds) Regulations 1998 (SI 1998 No 1831) prohibits administering authorities from crediting Additional Voluntary Contributions to the Pension Fund. In consequence Additional Voluntary Contributions are excluded from the Net Assets Statement and are disclosed separately in Note 23.

The accounts summarise the transactions of the Pension Fund and detail the net assets of the Fund. The accounts do not take account of the obligation to pay future benefits which fall due after the year-end. The Code gives administering authorities the option to disclose this information in the net assets statement, in the notes to the accounts or by appending an actuarial report prepared for this purpose. The pension fund has opted to disclose this information in Note 26.

The accounts have been prepared on a going concern basis.

Note 3 – Summary of Significant Accounting Policies

Investments

1. Investments are shown in the accounts at market value, which has been determined as follows:
 - (a) The majority of listed investments are stated at the bid price or where the bid price is not available, the last listed traded price, as at 31 March 2019.
 - (b) Unlisted securities are included at fair value, estimated by having regard to the latest dealings, professional valuations, asset values and other appropriate financial information;
 - (c) Pooled Investment Vehicles are stated at bid price for funds with bid/offer spreads, or single price where there are no bid/offer spreads, as provided by the investment manager.
 - (d) Where appropriate, investments held in foreign currencies have been valued on the relevant basis and translated into sterling at the rate ruling on 31 March 2019.
 - (e) Fixed Interest stocks are valued on a 'clean' basis (i.e. the value of interest accruing from the previous interest payment date to the valuation date has been included within the amount receivable for accrued income).
 - (f) Derivatives are stated at market value. Exchange traded derivatives are stated at market values determined using market quoted prices. For exchange traded derivative contracts which are assets, market value is based on quoted bid prices. For exchange traded derivative contracts which are liabilities, market value is based on quoted offer prices.
 - (g) Forward foreign exchange contracts are valued by determining the gain or loss that would arise from closing out the contract at the reporting date by entering into an equal and opposite contract at that date.
 - (h) All gains and losses arising on derivative contracts are reported within 'Changes in Market Value of Investments'

Foreign Currencies

2. Balances denominated in foreign currencies are translated at the rate ruling at the net assets statement date. Asset and liability balances are translated at the bid and offer rates respectively. Transactions denominated in foreign currencies are translated at the rate ruling at the date of transaction. Differences arising on investment balance translation are accounted for in the change in market value of investments during the year.

Contributions

3. Employee normal contributions are accounted for when deducted from pay. Employer normal contributions that are expressed as a rate of salary are accounted for on the same basis as employees' contributions, otherwise they are accounted for in the period they are due under the Schedule of Contributions. Employer deficit funding contributions are accounted for on the due dates on which they are payable in accordance with the Schedule of Contributions and recovery plan under which they are being paid or on receipt if earlier than the due date.

Employers' pensions strain contributions are accounted for in the period in which the liability arises. Any amount due in year but unpaid will be classed as a current financial asset. Amounts not due until future years are classed as long-term financial assets.

The Actuary determines the contribution rate for each employer during the triennial valuations of the Fund's assets and liabilities. Employees' contributions have been included at rates required by the Local Government Pension Scheme Regulations.

Benefits, Refunds of Contributions and Transfer Values

4. Benefits payable and refunds of contributions have been brought into the accounts on the basis of all amounts known to be due at the

end of the financial year. Any amounts due but unpaid are disclosed in the net assets statement as current liabilities. Transfer values are those sums paid to, or received from, other pension schemes and relate to periods of previous pensionable employment. Transfer values have been included in the accounts on the basis of the date when agreements were concluded.

In the case of inter-fund adjustments provision has only been made where the amount payable or receivable was known at the year-end. Group transfers are accounted for in accordance with the terms of the transfer agreement.

Investment Income

5. Dividends and interest have been accounted for on an accruals basis. Dividends from quoted securities are accounted for when the security is declared ex-div. Interest is accrued on a daily basis. Investment income is reported net of attributable tax credits but gross of withholding taxes. Irrecoverable withholding taxes are reported separately as a tax charge. In the majority of cases, investment income arising from the underlying investments of the Pooled Investment Vehicles is reinvested within the Pooled Investment Vehicles and reflected in the unit price. It is reported within 'Changes in Market Value of Investments'. Foreign income has been translated into sterling at the date of the transaction. Income due at the year-end was translated into sterling at the rate ruling at 31 March 2019.

Investment Management and Scheme Administration

6. A proportion of relevant County Council officers' salaries, including salary on-costs, have been charged to the Fund on the basis of time spent on scheme administration and investment related business. The fees of the Fund's general investment managers have been accounted for on the basis contained within their management

agreements. Investment management fees are accounted for on an accruals basis.

Expenses

7. Expenses are accounted for on an accruals basis.

Cash

8. Cash held in bank accounts and other readily accessible cash funds is classified under cash balances as it is viewed that these funds are not held for investment purposes but to allow for effective cash management. Cash that has been deposited for a fixed period and as such as an investment, has been included under cash deposits.

Listed Private Equity

9. The fund holds a number of investments in listed private equity companies. These are included under equities as the investment is in a company that undertakes private equity related activities rather than an investment in a specific fund that makes private equity investments. This is consistent with the treatment of other equity investments as the fund does not split out any other categories from within equities, for example retail stocks.

Management Fees

10. Management fees have been accounted for based on the latest guidance from the Chartered Institute of Public Finance & Accountancy. Fees have been accounted for where the pension fund has a direct contractual obligation to pay them. This means where fees are deducted in a pooled fund they have been accounted for, but in a fund of funds the fees for the underlying funds are not included, only those the pension fund pays to the fund of funds manager.

Note 4 – Critical Judgements in Applying Accounting Policies

Unquoted Private Equity Investments

Determining the fair value of unquoted private equity investments is highly subjective in nature. Unquoted private equity investments are valued by the investment managers using various valuation techniques and this involves the use of significant judgements by the managers. The value of unquoted private equity and infrastructure investments at 31 March 2019 was £93.621m (£75.443m at 31 March 2018).

Pension Fund Liability

The pension fund liability is calculated every three years by the Fund's actuary, with annual updates in the intervening years. Methods and assumptions consistent with IAS19 are used in the calculations. Assumptions underpinning the valuations are agreed with the actuary and are summarised in Note 26. The estimate of the liability is therefore subject to significant variances based on changes to the assumptions used.

Note 5 – Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date, and the amounts reported for the revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The key judgements and estimation uncertainties that have a significant risk of causing material adjustments to the carrying amounts of assets and liabilities within the next financial year are:-

Item	Uncertainties	Potential Impact
Actuarial Present Value of Promised Retirement Benefits	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on fund assets. The fund engages an actuarial firm to provide expert advice on the assumptions to be applied.	<p>The actuarial present value of promised retirement benefits included in the financial statements is £4,096m. There is a risk that this figure is under, or overstated in Note 26 to the accounts.</p> <p>Sensitivities to the key assumptions are as follows: A 0.5% p.a. increase in the pension increase rate would result in an approximate 8% increase to liabilities (£342m). A 0.5% p.a. increase in the salary increase rate would result in an approximate increase to liabilities of 1% (£53m). A 0.5% decrease in the real discount rate would result in an approximate 10% increase to liabilities (£420m). A one-year increase in member life expectancy would approximately increase the liabilities by 3-5%.</p>
Unquoted Private Equity	Unquoted private equity and infrastructure investments are valued at fair value using recognised valuation techniques. Due to the assumptions involved in this process there is a degree of estimation involved in the valuation.	Unquoted private equity and infrastructure investments included in the financial statements total £93.621m. There is a risk these investments are under, or overstated in the accounts. The Pension Fund relies on specialists to perform the valuations and does not have the information (i.e. the assumptions that were used in each case) to produce sensitivity calculations.

Note 6 – Contributions

	2017/18 £'000	2018/19 £'000
Employers		
Normal	-50,903	-53,554
Augmentation	0	0
Deficit Funding	-21,099	-15,821
Costs of Early Retirement	-1,417	-1,320
	-73,419	-70,695
Members		
Normal	-21,771	-22,709
Additional *	-250	-322
	-22,021	-23,031
Total	-95,440	-93,726

Deficit recovery contributions are paid by employers based on the maximum 22 year recovery period set out in the Funding Strategy Statement. Where appropriate, the Actuary has shortened the recovery period for some employers to maintain as near stable contribution rates for those employers, in line with the Regulations.

*Local Government Scheme Additional Employees contributions are invested within the Fund, unlike AVCs which are held separately, as disclosed in Note 23.

	Employer Contributions		Members Contributions	
	2017/18	2018/19	2017/18	2018/19
	£'000	£'000	£'000	£'000
Oxfordshire County Council	-28,920	-28,652	-8,943	-9,360
Scheduled Bodies	-41,098	-33,409	-11,872	-11,124
Resolution Bodies	-862	-4,868	-250	-1,558
Community Admission Bodies	-956	-2,034	-387	-385
Transferee Admission Bodies	-1,583	-1,732	-569	-604
Total	73,419	-70,695	-22,021	-23,031

Note 7 - Transfers In	2017/18 £'000	2018/19 £'000
Individual Transfers In from other schemes	-7,562	-7,868
Group Transfers In from other schemes	0	-2,081
Total	-7,562	-9,949

Note 8 - Other Income

Other Income for 2018/19 of £0.465m (2017/18 £0.506m) includes £0.192m (2017/18 £0.253m) reflecting the interest resulting from the unwinding of the discount for the long-term receivable recognised for transfers to Magistrates' Courts. The long-term receivable was calculated on a discounted cash flow basis. This resulted in a charge to the fund account in the year the long-term receivable was originally recognised representing the value of the discount. The discount is being written down over a ten-year period. Further information regarding the deferred asset is included in Note 19.

Note 9 - Benefits

	2017/18 £'000	2018/19 £'000
Pensions Payable	67,756	71,839
Lump Sums - Retirement Grants	13,866	13,132
Lump Sums - Death Grants	1,593	3,224
Total	83,215	88,195

	Pensions Payable		Lump Sums	
	2017/18 £'000	2018/19 £'000	2017/18 £'000	2018/19 £'000
Oxfordshire County Council	33,541	35,222	6,523	6,980
Scheduled Bodies	29,841	31,745	7,273	7,128
Resolution Bodies	560	630	254	712
Community Admission Bodies	3,225	3,451	682	669
Transferee Admission Bodies	589	791	727	867
Total	67,756	71,839	15,459	16,356

Note 10 - Payment to and on account of leavers

	2017/18 £'000	2018/19 £'000
Refunds of Contributions	375	651
Payments for members joining state scheme	-17	-19
Group Transfers Out to other schemes	1,671	0
Individual Transfers Out to other schemes	5,717	10,023
Total	7,746	10,655

Note 11 - Management Expenses

	2017/18 £'000	2018/19 £'000
Administrative Costs	2,013	2,242
Investment Management Expenses	8,186	7,334
Oversight & Governance Costs	726	1,454
Total	10,925	11,030

Within oversight and governance costs are fees paid to the Pension Fund's external auditors of £0.030m (2017/18 £0.045m) for the audit of the Pension Fund's Annual Report and Accounts. No other external audit fees were paid in 2018/19.

A further breakdown of Investment Management Expenses is in Note 13.

Note 12 – Investment Income

	2017/18 £'000	2018/19 £'000
Bonds	-3,979	-3,750
Equity Dividends	-66,460	-25,002
Pooled Property Investments	-3,126	-3,331
Pooled Investments – Unit Trusts & Other Managed Funds	-1,349	-9
Interest on cash deposits	-296	-553
Other – securities lending	-36	-53
	-75,246	-32,698
Irrecoverable withholding tax - equities	239	244
Total	-75,007	-32,454

Note 13 – Investment Management Expenses

	2017/18 £'000	2018/19 £'000
Management Fees	8,129	7,332
Custody Fees	57	2
Total	8,186	7,334

Investment Management & Custody Fees are generally calculated on a fixed scale basis with applicable rates applied to the market value of the assets managed. See Note 3 for details of the accounting treatment of management fees.

Note 14 – Securities Lending

The Fund operated a securities lending programme with its custodian State Street Bank and Trust Company for the duration of the financial year. Collateralised lending generated income of £0.053m in 2018/19 (2017/18 £0.036m). This is included within investment income in the Pension Fund Accounts. At 31 March 2019 £5.344m (31 March 2018 £18.448m) of stock was on loan, for which the fund held £6.006m (31 March 2018 £20.157m) worth of

collateral. Collateral consists of acceptable securities and government and supranational debt.

Note 15 – Related Party Transactions

The Pension Fund is required to disclose material transactions with related parties, and bodies or individuals that have the potential to control or influence the Pension Fund, or to be controlled or influenced by the Pension Fund. Disclosure of these transactions allows readers to assess the extent to which the Pension Fund might have been constrained in its ability to operate independently or might have secured the ability to limit another party’s ability to bargain freely with the Pension Fund.

Members of the Pension Fund Committee and the post of Service Manager (Pensions) are the key management personnel involved with the Pension Fund. During 2018/19, the Committee consisted of nine County Councillors, two District Councillors and a beneficiary observer. Members of the Pension Fund Committee are disclosed in the Pension Fund Report and Accounts. An amount of £0.111m was paid to Oxfordshire County Council in respect of key management compensation during the financial year as follows:

	2017/18 £'000	2018/19 £'000
Short Term Benefits*	93	95
Long Term/Post Retirement Benefits	16	16
Total	109	111

*Includes allowances paid to the Chairman of the Pension Fund Committee

These figures represent the relevant proportion of the salary and employer pension contributions for the key Council staff, reflecting their work for the Pension Fund.

As the County Council is the designated statutory body responsible for administering the Oxfordshire Pension Fund, it is a related party.

For the 12 months ended 31 March 2019, employer contributions to the Pension Fund from the County Council were £28.652m (2017/18 £28.920m). At 31 March 2019 there were receivables in respect of contributions due from the County Council of £3.344m (2017/18 £3.232m) and payables due to the County Council of £0.025m (2017/18 £0.221m) for support services.

The County Council was reimbursed £1.441m (2017/18 £1.301m) by the Pension Fund for administration costs incurred by the County Council on behalf of the Pension Fund.

Brunel Pension Partnership Ltd (Company Number 10429110)

Brunel Pension Partnership Ltd (BPP Ltd) was formed on the 14 October 2016 and oversees the investment of pension fund assets for the following LGPS funds: Avon, Buckinghamshire, Cornwall, Devon, Dorset, Environment Agency, Gloucestershire, Oxfordshire, Somerset, and Wiltshire.

Each of the nine Administering Authorities, including Oxfordshire County Council, and the Environment Agency own 10% of BPP Ltd. Pension Fund transactions with BPP Ltd are as follows:

	2017/18 £'000	2018/19 £'000
Income	-235	0
Expenditure	840	685
Receivables	235	263
Payables	0	0

Note 16 – Investments

	Value at 31 March 2018 £'000	Value at 31 March 2019 £'000
Investment Assets		
Bonds	279,802	296,805
Equities	713,313	360,807
Pooled Investments	1,069,635	1,581,636
Pooled Property Investments	161,441	172,306
Derivatives:		
- Forward Currency Contracts	480	1,111
Cash Deposits	9,698	3,567
Long-Term Investments	840	840
Investment Income Due	5,076	3,966
Amounts Receivable for Sales	8,153	3,463
Total Investment Assets	2,248,438	2,424,501
Investment Liabilities		
Derivatives:		
- Forward Currency Contracts	-752	-384
Management Expenses Due	-4,347	-869
Amounts Payable for Purchases	-1,474	0
Total Investment Liabilities	-6,573	-1,253
Net Investment Assets	2,241,865	2,423,248

Note 16a – Reconciliation of Movements in Investments and Derivatives

	Value at 1 April 2018	Purchases at Cost & Derivative Payments	Sales Proceeds & Derivative Receipts	Change in Market Value	Cash Movement	Increase in Receivables / (Payables)	Value at 31 March 2019
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Bonds	279,802	273,511	-267,925	11,417			296,805
Equities	713,313	162,046	-517,135	2,583			360,807
Pooled Investments	1,069,635	867,562	-467,669	112,108			1,581,636
Pooled Property Investments	161,441	13,687	-8,571	5,749			172,306
Long-Term Investments	840						840
Derivative Contracts							
FX	-272	849,609	-849,108	498			727
Other Investment Balances							
Cash Deposits	9,698	83,301	-90,322	231	659		3,567
Amounts Receivable for Sales of Investments	8,153					-4,690	3,463
Investment Income Due	5,076					-1,110	3,966
Amounts Payable for Purchases of Investments & Management Expenses	-5,821					4,952	-869
Total	2,241,865	2,249,716	-2,200,730	132,586	659	-848	2,423,248

Included within the above purchases and sales figures are transaction costs of £0.113m. Costs are also borne by the scheme in relation to transactions in pooled investment vehicles. However, such costs are taken into account in calculating the bid/offer spread of these investments and are not therefore separately identifiable.

There have been no employer-related investments at any time during the year.

Purchases and sales relating to derivative contracts consist of forward foreign exchange contracts that are used for the purpose of currency hedging. Further details are contained in note 16c.

	Value at 1 April 2017	Purchases at Cost & Derivative Payments	Sales Proceeds & Derivative Receipts	Change in Market Value	Cash Movement	Increase in Receivables / (Payables)	Value at 31 March 2018
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Bonds	202,883	512,013	-431,171	-3,923			279,802
Equities	780,002	113,944	-159,530	-21,103			713,313
Pooled Investments	1,031,626	262,237	-254,340	30,112			1,069,635
Pooled Property Investments	144,421	8,812	-6,461	14,669			161,441
Long-Term Investments		840					840
Derivative Contracts							
Other Investment Balances	81	607,381	-609,347	1,613			-272
Cash Deposits	8,027	220,748	-257,860	232	38,551		9,698
Amounts Receivable for Sales of Investments	6,101					2,052	8,153
Investment Income Due	4,303					773	5,076
Amounts Payable for Purchases of Investments	-3,266					-2,555	-5,821
Total	2,174,178	1,725,975	-1,718,709	21,600	38,551	270	2,241,865

Note 16b – Analysis of Investments (Excluding Derivative Contracts)

Long-Term Investment Assets

	2017/18 £'000	2018/19 £'000
Brunel Pension Partnership Ltd	840	840
Total	840	840

Bonds

	2017/18 £'000	2018/19 £'000
UK Public Sector	101,440	90,463
UK Other	-	-
Overseas Public Sector	41,106	56,335
UK Public Sector Index Linked	137,256	150,007
Total	279,802	296,805

Equity Investments

	2017/18 £'000	2018/19 £'000
UK Equities	490,007	112,286
Overseas Listed Equities:		
North America	149,110	166,787
Japan	13,952	9,947
Europe	49,614	49,621
Pacific Basin	0	0
Emerging Markets	10,630	22,166
Total	713,313	360,807

Pooled Investment Vehicles

	2017/18 £'000	2018/19 £'000
UK Registered Managed Funds – Property	29,184	36,649
Non UK Registered Managed Funds – Property	21,536	19,522
UK Registered Managed Funds – Other	589,352	1,053,116
Non UK Registered Managed Funds – Other	189,157	209,540
UK Registered Property Unit Trusts	87,015	90,716
Non UK Registered Property Unit Trusts	23,706	25,418
Non UK Registered Unit Linked Insurance Fund	291,126	318,981
Total	1,231,076	1,753,942

Total Investments (excluding derivative contracts)

	2017/18 £'000	2018/19 £'000
	2,225,031	2,412,394

Note 16c – Derivative Contracts

Objectives and policies

The Pension Fund Committee have authorised the use of derivatives by some of their Investment Managers as part of the investment strategy for the pension scheme.

The main objectives and policies followed during the year are summarised as follows:

Forward Foreign Exchange – in order to maintain appropriate diversification of investments within the portfolio and take advantage of overseas investment returns, a proportion of the underlying investment portfolio is invested overseas. To balance the risk of investing in foreign currencies whilst having an obligation to settle benefits in Sterling, a currency hedging programme, using forward foreign exchange contracts, has been put in place to reduce the currency exposure of these overseas investments to the targeted level.

Forward Foreign Exchange (FX)

The scheme had open FX contracts at the year-end as follows:

Contract	Settlement Date	Currency Bought £'000	Currency Sold £'000	Asset value at year end £'000	Liability value at year end £'000	Net Forward currency Contracts £'000
Forward OTC	3 months	25,184 GBP	29,310 EUR		-141	
Forward OTC	1 month	27,237 GBP	30,961 EUR	556	-12	
Forward OTC	1 month	9,546 EUR	100,000 SEK	101	-148	
Forward OTC	1 month	13,880 GBP	18,007 USD	97	-25	
Forward OTC	1 month	75 GBP	873 SEK	3		
Forward OTC	1 month	969 GBP	1,750 AUD	15		
Forward OTC	1 month	15,359 GBP	26,537 CAD	135	-14	
Forward OTC	1 month	8,781 GBP	1,236,500 JPY	204		
Forward OTC	1 month	6,200 EUR	5,361 GBP		-16	
Forward OTC	1 month	6,070 USD	4,682 GBP		-28	
Forward Currency Contracts at 31 March 2019				1,111	-384	727
Prior Year Comparative						
Forward Currency contracts at 31 March 2018				480	-752	-272

Note 16d – Other Investment Balances

	2017/18 £'000	2018/19 £'000
Receivables		
Sale of Investments	8,153	3,463
Dividend & Interest Accrued	5,007	3,742
Inland Revenue	69	224
Other	0	0
	13,229	7,429
Payables		
Purchase of Investments	-1,474	0
Management Fees	-4,335	-850
Custodian Fees	-12	-19
	-5,821	-869
Total	7,408	6,560

Cash Deposits

	2017/18 £'000	2018/19 £'000
Non-Sterling Cash Deposits	9,698	3,567
Total	9,698	3,567

The following investments represent more than 5% of the net assets of the scheme

	2017/18 £'000	% of Total Fund	2018/19 £'000	% of Total Fund
UBS Life Global Equities All Countries Fund	291,126	12.36	318,980	12.68
L&G World (ex-UK) Equity Index	212,755	9.03	0	0.00
L&G World Developed Equity Index Fund	0	0.00	252,406	10.04
L&G UK FTSE All-Share Equity Index	182,948	7.77	179,064	7.12
L&G Core Plus Bond Fund	176,716	7.50	183,473	7.30
Brunel UK Equity Fund	0	0.00	438,172	17.42

Note 17 – Current Assets

	2017/18 £'000	2018/19 £'000
Receivables:		
Employer Contributions	7,625	7,922
Employee Contributions	1,844	1,930
Rechargeable Benefits	1,045	1,113
Transferred Benefits	1,116	1,832
Cost of Early Retirement	707	724
Inland Revenue	185	78
Other	746	566
Cash Balances	96,772	77,159
Total	110,040	91,324

Note 18 – Current Liabilities

	2017/18 £'000	2018/19 £'000
Transferred Benefits	-278	-1,351
Benefits Payable	-918	-1,100
Inland Revenue	-899	-987
Costs of Early Retirement	-737	-808
Staff Costs	-179	-2
Consultancy	-80	-94
Other	-136	-77
Total	-3,227	-4,419

Note 19 – Long-Term Assets

	2017/18 £'000	2018/19 £'000
Employer Contributions	6,186	4,189
Costs of Early Retirement	486	308
Total	6,672	4,497

Long-Term assets for 2018/19 include deferred receivables in relation to the transfer of staff to Magistrates' Courts for which a payment of £21.860m is due to be received in ten equal annual instalments, in line with the national agreement reached between Actuaries on behalf of Pension Funds, and the Government Actuary Department on behalf of the Government.

Note 20 - Assets under External Management

The market value of assets under external fund management amounted to £2,310.101m as at 31 March 2019. The table below gives a breakdown of this sum and shows the market value of assets under management with each external managed.

Fund Manager	31/03/2018		31/03/2019	
	Market Value £'000	%	Market Value £'000	%
Brunel Pension Partnership	417,824	19.35	877,323	37.98
Legal & General	867,755	40.18	493,564	21.36
UBS	423,662	19.62	458,305	19.84
Wellington	247,662	11.47	267,194	11.57
Insight	113,714	5.27	115,919	5.02
Adams Street Partners	40,499	1.87	49,697	2.15
Partners Group	48,433	2.24	48,099	2.08
Total	2,159,549	100.00	2,310,101	100.00

Note 21 – Top 5 Holdings

Value of the Fund's Top Five Holdings at 31 March 2019	£'000	% of Fund
HG Capital Trust Plc	40,034	1.59
Standard Life European Private Equity Trust	16,445	0.65
BMO Private Equity Trust Plc	14,144	0.56
3i Group Plc	11,278	0.45
UK Index Linked Gilt 1.25% 2055	9,539	0.38

Note 22 – Taxation

The scheme is a ‘registered pension scheme’ for tax purposes under the Finance Act 2004. As such the Fund is exempt from UK income tax on interest received and from capital gains tax on the proceeds of investments sold. However, the Fund cannot reclaim certain amounts of withholding taxes relating to overseas investment income which are suffered in the country of origin.

Note 23 – Additional Voluntary Contributions

	Market Value 31 March 2018 £’000	Market Value 31 March 2019 £’000
Prudential	13,825	13,575

AVC contributions of £1.639m were paid directly to Prudential during the year. (2017/18 - £1.621m).

The AVC provider to the Fund is the Prudential. The assets of these investments are held separately from the Fund. The AVC provider secures additional benefits on a money purchase basis for those members electing to pay additional voluntary contributions. Members participating in this arrangement each receive an annual statement confirming the amounts held in their account and the movements in the year. The Administering Authority does not handle these monies. Instead, if employees decide to pay AVCs their employer (the member body) sends them to Prudential.

Note 24 – Contingent Liabilities and Capital Commitments

As at 31 March 2019 the fund had outstanding capital commitments (investments) totalling £92.894m (31 March 2018 - £92.602m). These commitments relate to outstanding call payments due on unquoted limited partnership funds held in the pooled investments and pooled property fund elements of the investment portfolio. The amounts ‘called’ by these funds

are irregular in both size and timing from the date of the original commitment due to the nature of the investments.

Note 25 – Investment Strategy Statement

Oxfordshire County Council Pension Fund has an Investment Strategy Statement. This is published in the Pension Fund Annual Report and Accounts which is circulated to all scheme employers and is also available on the Council’s webpage.

Note 26 - Actuarial Present Value of Promised Retirement Benefits

	2018 £m	2019 £m
Present Value of Funded Obligation	3,638	4,096

The movement from March 2018 can in part be explained by the normal changes over the year as new benefits are accrued and previous benefits paid out. This explains an increase in the present value of the Funded Obligation of £153m (2018 - £163m increase).

There has been an increase in the present value of the Funded Obligation of £305m (2018 - £121m decrease) reflecting changes in the financial assumptions used by the actuary as a consequence of changes in the financial markets. The key changes in financial assumptions were:

- an increase in the assumed level of CPI, and therefore pension increase, to 2.5% from 2.4% (net effect an increase in Present Value of Funded Obligation)
- An increase in the assumed level of salary increases to 3.7% from 3.6% (net effect an increase in Present Value of Funded Obligation)
- A reduction in the discount rate to 2.4% from 2.7% (net effect an increase in Present Value of Funded Obligation).

Note 27 - Financial Instruments

Note 27a – Classification of Financial Instruments

The following table analyses the carrying amounts of financial assets and liabilities by category and net assets statement heading. No financial assets were reclassified during the accounting period.

	2017/18			2018/19		
	Fair Value through Profit & Loss £'000	Financial Assets at Amortised Cost £'000	Financial Liabilities at Amortised Cost £'000	Fair Value through Profit & Loss £'000	Financial Assets at Amortised Cost £'000	Financial Liabilities at Amortised Cost £'000
Financial Assets						
Bonds	279,802			296,805		
Equities	713,313			360,807		
Pooled Investments	1,069,635			1,581,636		
Pooled Property Investments	161,441			172,306		
Derivatives	480			1,111		
Cash		106,470			80,727	
Long-Term Investments	840			840		
Other Investment Balances	13,160			7,205		
Receivables		699			520	
	2,238,671	107,169	0	2,420,710	81,247	0
Financial Liabilities						
Derivatives	-752			-384		
Other Investment Balances	-5,821			-869		
Payables			-375			-109
	-6,573	0	-375	-1,253	0	-109
Total	2,232,098	107,169	-375	2,419,457	81,247	-109

Note 27b – Net Gains and Losses on Financial Instruments

	31 March 2018 £'000	31 March 2019 £'000
Financial Assets		
Fair Value through Profit and Loss	21,368	132,355
Loans and Receivables	232	231
Financial Liabilities		
Fair Value through Profit and Loss	0	0
Financial Liabilities Measured at Amortised Cost	0	0
Total	21,600	132,586

Note 27c – Valuation of Financial Instruments Carried at Fair Value

Financial instruments have been classified in to one of the following three categories to reflect the level of uncertainty in estimating their fair values:

Level 1

Fair value is derived from quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2

Fair value is based on inputs other than quoted prices included within Level 1 that are observable either directly (i.e., from prices) or indirectly (i.e., derived from prices).

Level 3

Fair value is determined by reference to valuation techniques using inputs that are not observable in the market.

Level 2 includes pooled funds where the valuation is based on the bid price, where bid and offer prices are published, or the net asset value provided by

the issuing fund. Within Level 2 there are also listed private equity investments where the market for the security is not deemed active; for these investments the valuation is based on the most recently available bid price in the market.

Included within Level 3 are pooled private equity investments made in Limited Liability Partnerships where fair value is determined using valuation techniques which involve significant judgements by fund managers due to the unquoted nature of the underlying fund investments. The valuations are obtained from the audited financial statements of the issuing funds and are adjusted for cashflows where data does not cover the full financial year for the Pension Fund. Some listed private equity investments have been included within Level 3 of the hierarchy where it has been determined that the market for the fund is inactive. These listed private equity investments are valued using the most recently available bid price in the market.

Categorisation of financial instruments within the levels is based on the lowest level input that is significant to the fair value measurement of the instrument.

The following table presents the Fund's financial assets and liabilities within the fair value hierarchy.

Value at 31 March 2019	Level 1 £'000	Level 2 £'000	Level 3 £'000	Total £'000
Financial Assets				
Financial Assets at Fair Value through Profit and Loss	582,547	1,708,127	130,036	2,420,710
Loans and Receivables	81,247	0	0	81,247
Total Financial Assets	663,794	1,708,127	130,036	2,501,957
Financial Liabilities				
Financial Liabilities at Fair Value through Profit and Loss	-869	-384	0	-1,253
Financial Liabilities at Amortised Cost	-109	0	0	-109
Total Financial Liabilities	-978	-384	0	-1,362
Net Financial Assets	662,816	1,707,743	130,036	2,500,595

Value at 31 March 2018	Level 1 £'000	Level 2 £'000	Level 3 £'000	Total £'000
Financial Assets				
Financial Assets at Fair Value through Profit and Loss	925,581	1,202,455	110,633	2,238,669
Loans and Receivables	107,170	0	0	107,170
Total Financial Assets	1,032,751	1,202,455	110,633	2,345,839
Financial Liabilities				
Financial Liabilities at Fair Value through Profit and Loss	-5,821	-751	0	-6,572
Financial Liabilities at Amortised Cost	-375	0	0	-375
Total Financial Liabilities	-6,196	-751	0	-6,947
Net Financial Assets	1,026,555	1,201,704	110,633	2,338,892

Reconciliation of Movement in Level 3 Financial Instruments

	UK Equities £'000	Pooled Private Equity Funds £'000	Pooled Property Funds £'000	Pooled Infrastructure Funds £'000	Long-Term Investments £'000
Market Value 31 March 2018	1,804	71,797	32,377	3,646	840
Transfers In	0	0	0	0	0
Transfers Out	0	0	0	0	0
Purchases	0	11,693	4,933	9,363	0
Sales	-523	-12,946	-5,525	0	0
Unrealised Gains/(Losses)	-16	3,692	2,316	49	0
Realised Gains/(Losses)	193	6,327	16	0	0
Market Value 31 March 2019	1,458	80,563	34,117	13,058	840

Level 3 Investments	UK Equities £'000	Pooled Private Equity Funds £'000	Pooled Property Funds £'000	Pooled Infrastructure Funds £'000	Long-Term Investments £'000
Market Value 31 March 2017	1,949	75,495	28,774	0	0
Transfers In	0	0	0	0	0
Transfers Out	0	0	0	0	0
Purchases	0	9,793	5,890	4,062	840
Sales	0	-18,157	-5,953	0	0
Unrealised Gains/(Losses)	-226	909	3,666	-416	0
Realised Gains/(Losses)	81	3,757	0	0	0
Market Value 31 March 2018	1,804	71,797	32,377	3,646	840

Level 3 Sensitivities

Level 3 Investments	Valuation Range +/-	Value at 31 March 2019 £'000	Valuation on Increase £'000	Valuation on Decrease £'000
UK Equities	10%	1,458	1,604	1,312
Pooled Private Equity Funds	10%	80,563	88,619	72,507
Pooled Property Funds	3%	34,117	35,141	33,093
Pooled Infrastructure Funds	5%	13,058	13,711	12,405
Long-Term Investments	0%	840	840	840

Level 3 Investments	Valuation Range +/-	Value at 31 March 2018 £'000	Valuation on Increase £'000	Valuation on Decrease £'000
UK Equities	10%	1,804	1,984	1,624
Pooled Private Equity Funds	10%	71,797	78,977	64,617
Pooled Property Funds	3%	32,377	33,348	31,406
Pooled Infrastructure Funds	5%	3,646	3,828	3,464
Long-Term Investments	0%	840	840	840

Note 28 - Risk

The Pension Fund is subject to risk in terms of its key responsibility to meet the pension liabilities of the scheme members as they become due. These risks relate to the value of both the assets and the liabilities of the Fund and the timing of when the payment of the liabilities becomes due.

At a strategic level, the main tools used by the Pension Fund to manage risk are:

- The triennial Fund Valuation which reviews the assets and liabilities of the Fund, and resets employer contribution rates to target a 100% Funding Level. The 2016 Valuation estimated that the current Funding Level is 90%, and set contribution rates to address the deficit over the next 22 years.
- The Investment Strategy Statement which sets out the Fund’s approach to the investment of funds, and specifically sets out the approach to the mitigation of investment risk.
- The review of the Strategic Asset Allocation to ensure compliance with the Investment Strategy Statement.
- The regular review of the performance of all Fund Managers.

Key elements of the approach to managing the investment risk as set out in the Investment Strategy Statement include:

- Maintaining an element of the asset allocation in fixed income securities, the behaviour of which most closely mirrors that of the Fund liabilities. The allocation to fixed income securities is constantly reviewed with the proposal that the allocation will increase as the maturity of the fund increases, as was the case following the 2016 valuation. Whilst the Fund maintains a high proportion of active members where the payment of liabilities is not due for many decades, the Fund can afford to seek the higher investment returns associated with the more volatile asset classes.

- Maintaining an element of the asset allocation in passive equity funds which remove the risk associated with poor manager performance (though retaining the market risk).
- Ensuring a diversification amongst asset classes, and in particular an allocation to alternative asset classes for which performance has historically not correlated to equity performance.
- Ensuring a diversification of Fund Managers and investment styles (e.g. some with a growth philosophy, some with a value philosophy) to mitigate the risk of poor manager performance impacting on asset values.
- The Fund's policy on ensuring ESG factors are taken into account in investment decisions.

The key risks associated with the level of liabilities stem from the level of initial pension benefit payable, the indexation of this benefit and the time the benefit is in payment for. These risks largely lie outside the control of the Pension Fund. Recently, changes to the scheme have been made with the aim of making the scheme more sustainable including; linking the normal retirement age to future estimates of life expectancy to bring stability to the length of time benefits are in payment, a change in the calculation of benefits to career average revalued earnings to avoid the sudden hike possible in final benefits possible under a final salary scheme, and a switch in the basis of indexation to CPI which is generally lower than the RPI alternative.

The Actuary, when completing the 2016 Valuation, undertook sensitivity analysis calculations to look at the impact on potential liabilities and the funding level. A variation of 0.1% per annum in the discount rate would move the calculated funding level from 90% down to 88% or up to 91%. A change in the CPI assumption of 0.1% per annum would lead to a reduction in the funding level to 89% or an increase to 91%. A change to the rate of mortality improvement of 0.25% would move the funding level down to 89% or up to 91%.

In terms of the investment in the various Financial Instruments open to the Pension Fund, the Fund is exposed to the following risks:

- Credit risk – the possibility of financial loss stemming from other parties no longer being able to make payments or meet contractual obligations to the Pension Fund.
- Liquidity Risk – the possibility that the Pension Fund might not have the funds available to meet its payment commitments as they fall due.
- Market Risk – the possibility that the Pension Fund may suffer financial loss as a consequence of changes in such measures as interest rates, market prices, and foreign currency exchange rates.

Credit Risk

The Pension Fund's credit risk is largely associated with the Fund's investments in Fixed Interest and Index Linked Securities, Cash Deposits and Short Term Loans, where there is a risk that the other parties may fail to meet the interest or dividend payments due, or fail to return the Fund's investment at the end of the investment period.

At 31 March 2019 the Fund's exposure to credit risk predominantly related to the following investments:

Investment Category	31 March 2018	31 March 2019
	£'000	£'000
UK Government Gilts	101,440	90,463
UK Corporate Bonds	176,716	183,473
UK Index Linked Gilts	137,256	150,007
Overseas Government Bonds	41,106	56,335
Non-Sterling Cash Deposits	9,698	3,567
Cash Balances	96,772	77,159
Total	562,988	561,004

The Pension Fund manages the credit risk by ensuring a diversification of investments both in terms of product and in terms of redemption dates, whilst limiting investments made to sub-investment grade bonds to those made through pooled funds. Corporate Bonds are held through a pooled fund vehicle and up to 15% of holdings can be invested in sub-investment grade bonds. Cash held in sterling at 31 March 2018 was deposited in short-term notice cash accounts and money market funds as shown in the table below:

	Rating	Balance at 31 March 2018 £'000	Rating	Balance at 31 March 2019 £'000
Money Market Funds				
Aberdeen Standard	AAA	19,650	AAA	21,000
State Street Global Advisors	AAA	80,004	AAA	57,644
Bank Current Accounts				
Lloyds Bank Plc	A+	6,548	A+	1,950
State Street Bank & Trust Co	AA+	268	AA+	132
Total		106,470		80,726

The Pension fund has no experience of default against which to quantify the credit risk against the current investments.

Liquidity Risk

Liquidity risk represents the risk that the Fund will be unable to meet its financial obligations as they fall due. At the present time, the liquidity risk is seen, relatively, as the greatest threat to the Pension Fund, although the absolute risk itself is still seen to be very low, particularly in the short term.

During 2018/19 the Pension Fund received/accrued income related to dealings with members of £104.1m (2017/18 £103.5m) and incurred

expenditure related to dealings with members of £109.9m (2017/18 £101.9m). There were further receipts/accruals of £32.7m (2017/18 £75.2m) in respect of investment income, against which need to be set taxes of £0.2m (2017/18 £0.2m). The net inflow was therefore £26.7m (2017/18 £76.6m).

The figures show that the Fund is still cashflow positive at the whole fund level. A cash flow forecast is maintained for the Fund to understand and manage the timing of the Fund's cash flows. On a daily basis, the Fund holds a minimum of £40m of cash in call accounts and money market funds to meet benefit payments due, drawdowns from fund managers, and other payments due from the Fund. The Fund has also looked at longer-term cashflow forecasts to gain a greater understanding of when the balance of pension payments and contributions may become negative so as to consider how this may affect the Fund's investment strategy in the future. The Fund has already taken some steps in this regard including allocating to the Secured Income portfolio offered by Brunel Pension Partnership.

The Fund would need to experience a significant change in either the levels of contributions received, and/or the levels of benefits payable, as well as the loss of all current investment income, before it might be required to liquidate assets at financial loss.

There are risks in this area going forward as a result of continuing reductions in public expenditure, and the resulting impact on active scheme membership. The reductions in public sector expenditure will impact on the liquidity of the Pension Fund both in terms of a reduction in contributions receivable as the workforce shrinks, as well as an increase in benefits payable as staff above the age of 55 are made redundant and become entitled to early payment of their pension. There are changes to the Scheme being consulted on that could impact on scheme membership levels although these changes would be expected to impact gradually over time. In addition, some employers are adopting models that have the potential to reduce scheme membership.

However, as noted above, for the Fund to reach a position where it is forced to sell assets and therefore face a potential financial loss, (as well as to forego future investment returns which have been assumed to meet pension liabilities in the future), the net movement in cash would need to be of a scale deemed unlikely in the medium-term. The Pension Fund will seek to mitigate these risks through working with employers to understand the potential for any significant membership changes and by monitoring the fund’s cashflows. The fund will also provide advice to the Government on the impact of any proposals for change, as well providing clear communication to current scheme members of the on-going benefits of scheme membership and the personal risks to their future financial prospects of opting out at this time.

Market Risk

The whole of the Pension Fund’s investment asset base is subject to financial loss through market risk, which includes the impact of changes in interest rates, movements in market prices and movements in foreign currency rates. However, as noted above under the liquidity risk, these financial losses are not automatically realised, as all assets held by the Pension Fund are done so on a long-term basis. Subject to the liquidity risk above, it is likely to be many years into the future before any assets will be required to be realised, during which time market risk will have the opportunity to even itself out. Market risk is generally managed through diversification of investments within the portfolio in terms of asset types, geographical and industry sectors, and individual securities.

Whilst widespread recession will drive down the value of the Fund’s assets and therefore funding level in the short term, this will have no direct bearing on the long-term position of the Fund, nor the contribution rates for individual employers. Under the LGPS Regulations, the Fund Actuary is required to maintain as near stable contribution rate as possible, and as such the Valuation is based on long term assumptions about asset values, with all short-term movements smoothed to reflect the long-term trends.

Interest Rate Risk

The direct exposure of the fund to interest rate risk and the impact of a 100 basis point movement in interest rates are presented in the table below. This analysis assumes that all other variables remain constant:

Asset Type	Carrying Amount as at 31 March 2019	Change in Year in the Net Assets Available to Pay Benefits	
		+1%	-1%
	£'000	£'000	£'000
Cash and Cash Equivalents	3,567	36	-36
Cash Balances	77,159	772	-772
Bonds	480,278	4,803	-4,803
Total Change in Assets Available	561,004	5,611	-5,611

Asset Type	Carrying Amount as at 31 March 2018	Change in Year in the Net Assets Available to Pay Benefits	
		+1%	-1%
	£'000	£'000	£'000
Cash and Cash Equivalents	9,698	97	-97
Cash Balances	96,772	968	-968
Bonds	456,518	4,565	-4,565
Total Change in Assets Available	562,988	5,630	-5,630

In the short term, interest rate risk is difficult to quantify in that it impacts directly on both the price of fixed interest and index linked securities as well as the discount factor used to value liabilities. Increases in interest rates which will drive down security prices and asset values will also reduce the future pension liabilities and therefore improve funding levels rather than worsen them.

Currency Risk

Currency risk concerns the risk that the fair value of future cash flows of a financial instrument will fluctuate due to changes in foreign exchange rates. The Fund is exposed to foreign exchange risk on financial instruments that are denominated in currencies other than the Fund's functional currency (£GBP). Risks around foreign currency rates are mitigated in part by allowing the Fund Managers to put in place currency hedging arrangements up to the value of the stock held in a foreign currency (also see note 16c).

The table below shows the impact a 10.0% weakening/strengthening of the pound against the various currencies would have on the assets available to pay benefits.

This analysis assumes that all other variables remain constant.

Currency Exposure - Asset Type	Asset Values as at 31 March 2019	Change in Year in the Net Assets Available to Pay Benefits	
		+10.0%	-10.0%
	£'000	£'000	£'000
Overseas Equities	248,521	24,852	-24,852
Pooled Global Equities	571,387	57,139	-57,139
Pooled Private Equity (LLPs)	69,957	6,996	-6,996
Pooled Property	44,940	4,494	-4,494
Infrastructure	13,058	1,306	-1,306
Cash	3,567	357	-357
Total Change in Assets Available	951,430	95,144	-95,144

Currency Exposure - Asset Type	Asset Values as at 31 March 2018	Change in Year in the Net Assets Available to Pay Benefits	
		+10.0%	-10.0%
	£'000	£'000	£'000
Overseas Equities	223,306	22,331	-22,331
Pooled Overseas Equities	503,881	50,388	-50,388
Pooled Private Equity (LLPs)	63,750	6,375	-6,375
Pooled Property	45,242	4,524	-4,524
Infrastructure	3,646	365	-365
Cash	9,698	970	-970
Total Change in Assets Available	849,523	84,953	-84,953

Other Price Risk

Other price risk represents the risk that the value of financial instruments will fluctuate as a result of changes in market prices, other than those arising from interest rate risk or foreign exchange risk.

All investments in securities present a risk of loss of capital. The maximum risk is the fair value of the financial instrument.

The effect of various movements in market price are presented in the table below along with the effect on total assets available to pay benefits assuming all other factors remain constant:

Asset Type	Value as at 31 March 2019 £'000	Percentage Change %	Value on Increase £'000	Value on Decrease £'000
UK Equities	112,286	10.0	123,514	101,057
Pooled UK Equities	617,237	10.0	678,960	555,513
Global Equities	248,521	10.0	273,373	223,669
Diversified Growth Fund	115,920	3.0	119,397	112,442
Pooled Global Equities	571,387	10.0	628,526	514,248
UK Bonds	90,463	5.0	94,986	85,940
Overseas Bonds	56,335	5.0	59,152	53,518
UK Index Linked Bonds	150,007	5.0	157,508	142,507
Pooled Corporate Bonds	183,473	5.0	192,646	174,299
Infrastructure	13,057	5.0	13,711	12,405
Pooled Private Equity (LLPs)	80,562	10.0	88,619	72,507
Pooled Property Long-Term Investments	172,306 840	3.0 0.0	177,475 840	167,136 840
Cash	80,726	0.0	80,726	80,726
Total Assets Available to Pay Benefits	2,493,120		2,689,433	2,296,807

Asset Type	Value as at 31 March 2018 £'000	Percentage Change %	Value on Increase £'000	Value on Decrease £'000
UK Equities	653,148	10.0	718,463	587,833
Pooled UK Equities (Small Cap)	16,932	10.0	18,626	15,239
Global Equities	243,113	10.0	267,425	218,802
Diversified Growth Fund	113,714	3.0	117,126	110,303
Pooled Global Equities	291,126	10.0	320,239	262,013
Pooled Overseas Equities	212,755	10.0	234,031	191,480
UK Bonds	101,440	5.0	106,512	96,368
Overseas Bonds	41,106	5.0	43,161	39,050
UK Index Linked Bonds	137,256	5.0	144,119	130,394
Pooled Corporate Bonds	176,716	5.0	185,552	167,880
Infrastructure	3,646	5.0	3,828	3,463
Pooled Private Equity (LLPs)	71,797	10.0	78,976	64,617
Pooled Property Long-Term Investments	161,440 840	3.0 0.0	166,284 840	156,597 840
Cash	106,470	0.0	106,470	106,470
Total Assets Available to Pay Benefits	2,331,499		2,511,652	2,151,349

Note 29 - Actuarial Valuation

The contribution rates within the 2018/19 Pension Fund Accounts were determined at the actuarial valuation carried out as at 31 March 2016.

This valuation showed that the required level of contributions to be paid to the Fund by the County Council for the year ended 31 March 2018 was 19.9% of Pensionable Pay. The corresponding rates of contribution that are required from the major participating employers for this period are:

	% Pay	Additional Monetary Amounts £'000
South Oxfordshire District Council	12.9	793
West Oxfordshire District Council	15.8	468
Cherwell District Council	14.9	1,697
Oxford City Council	20.6	-
Vale of White Horse District Council	13.2	699
Oxford Brookes University	14.4	1,775

The funding policy of the scheme is set out in the Funding Strategy Statement and can be summarised as follows:-

- To enable Employer contribution rates to be kept as stable as possible and affordable for the Fund’s Employers.
- To make sure the Fund is always able to meet all its liabilities as they fall due.
- To manage Employers’ liabilities effectively.
- To enable the income from investments to be maximised within reasonable risk parameters.

The actuarial method used to calculate the future service contribution rate for most Employers was the Projected Unit Method with a one year control period. The Attained Age Method has been used for some Employers who do not permit new employees to join the fund. These calculations draw on the same assumptions used for the funding target.

The market value of the Fund’s assets at the valuation date was £1,842m. The smoothed market value (the six month average of the market value straddling the valuation date) of the Fund’s assets at the valuation date was £1,825m representing 90% of the Fund’s accrued liabilities, allowing for future pay increases. The Actuary has certified contribution rates for all Fund employers from 1 April 2017, which subject to the financial assumptions contained in the valuation, would result in the deficit being recovered over a period of no more than 22 years.

The contribution rates have been calculated using assets at their smoothed market value and financial assumptions which are consistent with the assets being taken at their smoothed market value. The main financial assumptions were as follows:

Assumptions for the 2016 Valuation	Annual Rate %
Pension Increases	2.4
Short-Term Pay Increases*	2.4
Long-Term Pay Increases	3.9
Discount Rate	5.4

*Short-term pay increases are for the period to 31 March 2020.

Assumptions are also made on the number of leavers, retirements and deaths. One of the important assumptions is the mortality of existing and future pensioners. Mortality rates have been based on up to date national standard tables adjusted for the recent experience of the Oxfordshire County Council Pension Fund and make allowance for an expectation of further improvements in mortality rates in the future.

Fund Account	2017/18 £'000	2018/19 £'000
Contributions Receivable		
From Employer:		
Normal	-1,600	-1,589
Early Retirements	0	0
Other (ill health retirement contribution)	-59	-55
From members	-1,356	-1,392
	<u>-3015</u>	<u>-3,037</u>
Transfers In	-1	0
Benefits Payable		
Pensions	5,211	5,463
Commutations & lump sum retirement benefits	1,192	1,256
Lump sum death benefits	0	0
Other (ill health lump sums)	90	12
	<u>6,493</u>	<u>6,730</u>
Payments to and on account of leavers		
Individual transfers out to other schemes	0	0
Miscellaneous		
Annual Allowance Charge	84	195
Interest Payments	28	0
Refunds due to employee contribution holiday (including interest)	6	0
	<u>118</u>	<u>196</u>
Net amount payable/receivable for the year before top-up grant receivable / payable to sponsoring department	3,595	3,889
Top-up grant receivable	-3,595	-3,889
Net amount payable / receivable for the year	0	0

Net Assets Statement	2017/18 £'000	2018/19 £'000
Net Current Assets and Liabilities		
Contributions due from employer	0	0
Pension top-up grant receivable from sponsoring department	0	0
Other current Assets	0	0
Pension top-up grant payable to sponsoring department	1,317	419
Other current liabilities (other than liabilities to pay pensions and other benefits in the future)	25	13
Cash balance	-1,342	-432
Total	0	0

Basis of Preparation

The fund reflects the financial arrangements relating to the 1992, 2006, 2015 and Retained Modified Firefighters Pension Schemes and the redress payments arising from the employee contribution holiday provision.

The financial arrangements for the Firefighters Pension Scheme 1992 were made in exercise of the power conferred by section 26 of the Fire Services Act 1947, for the Firefighters Pension Scheme 2006 and the Firefighters Pension Scheme 2015 by the power conferred by section 34 of the Fire Services Act 2004.

The accounts have been prepared in accordance with the requirements of the above powers.

Payment of the employers and employees' contributions towards pension liabilities

Fire & Rescue Authorities are required to make a payment into their pension fund of 4x average pensionable pay in respect of all higher tier ill health retirements and 2x average pensionable pay in respect of all lower tier ill-health retirements.

As the number of firefighters who retire on grounds of ill health varies from year to year and will cause financial volatility authorities are required to spread the charges over a period of 3 years. Oxfordshire Fire & Rescue Service had 2 ill health retirements in 2018/19.

Central government top-up grant

The fund is operated on the principle that employer and employee contributions together meet the full cost of pension liabilities accrued from future employment and central government (Home Office) meet the costs of paying pensions to retired Fire-fighters, net of the employee and employer contributions, by means of a top-up grant.

There are no investment assets held by the fund and where employer and employee contributions paid into the pension fund are not sufficient to meet pension payments for that year, the deficit will be met by central government top-up grant. Any surplus in the pension fund is paid back to central government.

Administration and Management

The fund is administered and managed by Oxfordshire County Council staff whose time is not rechargeable to the fund.

Benefits

The funds accounts do not take account of liabilities to pay pensions and other benefits after the year end.

Membership

The following summarises the membership of the fund as at 31 March 2019.

Membership numbers	1992 Scheme	2006 Scheme	2015 Scheme
Contributors	26	9	507
Pensioners	38	408	194
Preserved Pensions	316	48	3
Total	380	465	704

Long-term pension obligations

Details of the County Council's long-term pension obligations in respect of fire-fighters can be found in the Retirement Benefits Note 18 to the core financial statements.

INTRODUCTION

1. This is Oxfordshire County Council’s Annual Governance Statement for 2018/19. It provides:

- An *opinion* on the Council’s governance arrangements from the Council’s senior managers and the leader of the Council
- A review of the *effectiveness* of the Council’s governance arrangements during 2018/19
- A *conclusion* in relation to the effectiveness
- A review of the *action plan* from last year’s statement
- An *action plan* for 2019/20
- An *annex* summarising our governance framework

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2. The Statement will be published on the Council’s website and will also form part of the Council’s Statement of Accounts. The Annual Governance Statement is required by Regulation 6(1) (b) of the Accounts and Audit (England) Regulations 2015. This statement covers all services including the Fire & Rescue Service. However, the Fire & Rescue Service are required to produce a separate Statement of Assurance which will supplement this statement. A copy of the Fire and Rescue Service Annual Statement of Assurance for 2018/19 can also be found on our public website [here](#).

STATEMENT OF OPINION

It is our opinion that the Council’s governance arrangements in 2018/19 were sound and provide a robust platform for achieving the Council’s priorities and challenges in 2019/20.

SIGNATURES

Signed on behalf of Oxfordshire County Council:

..... Date

Yvonne Rees
Chief Executive

Lorna Baxter
Chief Finance Officer

..... Date

Councillor Ian Hudspeth
Leader of the Council

Nicholas Graham
Monitoring Officer

APRIL 2018
SIGNIFICANT GOVERNANCE ISSUES
Progress in 2018/19

3. This is a review of the progress on the priorities for 2018/19:

Actions that were planned for 2018/19	Original Timescale	Outcome
<p>Mental Health: Carry out the remaining governance actions identified in the follow-up audit (March 2018)</p>	<p>March 2019</p>	<p>Actions to improve the delivery of services to people who require support from a mental health perspective are ongoing, having made considerable progress. The difficulties identified in the shared delivery of services, and in the commissioning, quality and purchasing processes identified by the audit in 2016/2017 are being addressed as required through the Action Plan. Seven agreed management actions are fully implemented, the remaining five were on target for implementation by the end of April 2019.</p> <p>The mental health service is delivered through a section 75 partnership agreement with Oxford Health NHS Foundation Trust, with some shared commissioning and transactional work delivered from finance and commissioning teams within the County Council. In 2017, officers carried out a strategic review of the Section 75 arrangements to consider how service users' needs are best met and to ensure that our statutory duties are being delivered.</p> <p>Following the review, a decision was taken to move staff in the older adults' mental health service back into the County Council where they are now currently working as a separate team. This arrangement enables a single point of access for social care mental health ensuring social care is delivered for the whole population to a single set of standards, processes and procedures in line with the social work provision in the locality teams. The adults of working age mental health service is still provided by Oxford Health and will be governed by a variation to the section 75 agreement. A draft of that agreement has been produced but is not yet finalised as it is affected by the proposed changes to mental health budgets. The Council and Oxford Health are working closely together to determine the future of Working Age Adults' service.</p>

Actions that were planned for 2018/19	Original Timescale	Outcome
<p>General Data Protection Regulations:</p> <p>Action plan for ensuring compliance with the incoming GDPRs – including policy review, organisational awareness.</p> <p>Action plan for reviewing and monitoring ongoing compliance</p>	<p>May 2018</p> <p>March 2019</p>	<p>Work started in 2017 to prepare for GDPR implementation, researching as much as we could by attending conferences, webinars, talking to other local authorities and keeping up to date with news from the Information Commissioners Office. The information gathered along with the ICO guidance - “Preparing for the General Data Protection Regulations (GDPR) 12 steps to take now” – was used to create the implementation plan.</p> <ul style="list-style-type: none"> • The main actions to ensure compliance were: • All relevant policies were revised • All Information Asset Registers were updated • A new privacy notice was created • A process for handling individual rights requests was created • The information security investigation process was revised, • A template was created for Data Privacy Impact Assessments (DPIA’s) • The Information Management Risk Assessment (IMRA’s) template was updated • Guidance created for privacy by design • Coordination of contacting of all providers and suppliers to ensure their GDPR compliance • All consent guidance was revised and updated • The data protection e-learning was re-written, very strong completion rate achieved and annual re-testing for all users introduced for 2019/20. • A GDPR toolkit was created for the intranet • 60 individual team briefings were done • 8 site surgeries were held • 8 briefings o providers were held • 4 briefings to schools • 4 briefings to transport providers • 2 stakeholder workshops to senior managers • Monthly intranet headlines, regular Yammer posts <p>Work did not stop on 25 May; the new regulations have increased staff awareness of data protection which has resulted in an increase in risk assessments and staff queries. Other changes such as the reporting period for information security breaches being reduced to 72 hours and the delivery period for subject access requests being reduced from 40 days to 30 days has placed a greater pressure on resource to deliver to the new deadlines. However, the increased awareness is positive for the council as it helps to ensure that we are complying with the requirements of the GDPR.</p>

Actions that were planned for 2018/19	Original Timescale	Outcome
<p>“Fit for the Future” Programme</p> <p>Implementation of the <i>Fit for the Future Programme</i> under sound project governance and to explore/feature governance as a key layer of the new Target Operating Model</p>	<p>July 2018 – decision making on preferred target operating model</p> <p>July 2018 – March 2019: implementation of the planned two-year delivery of the model</p>	<p>The overall accountable body for the programme is CEDR (senior management meeting, ‘Chief Executive Direct Reports’).</p> <p>The governance of the Transformation Programme (no longer called Fit for the Future) has been established gradually during the second half of 2018/19 following approval of the business case in September 2018. In terms of member governance, the Joint Audit & Governance and Performance Scrutiny (Transformation) Sub-Committee has been established and met for the first time on 21/1/19. The Transformation Cabinet Advisory Group has been established and met for the first time on 18/12/18.</p> <p>The officer governance arrangements for the programme have been put in place and follow the internationally recognised methodology known as ‘Managing Successful Programmes (MSP)’; and as new projects are established project teams are also established. The governance framework of the programme is based on an overarching transformation programme board and three thematic workstream groups. Deliberately the governance has been designed not to reflect our directorate structures and instead to encourage better ‘whole council’ management. There is cross organisational representation on the board and workstream groups and specific projects and activities have allocated senior accountable officers. The programme board and all three thematic workstreams have met and have mapped out the catalogue of projects and activities within their remit. Transformation related expenditure and savings are managed by the board, the section 151 officer is a member. From April a monthly update report is being published.</p> <p>The Transformation Programme Board met for the first time on 24/1/19 in order to begin to co-ordinate the overall programme of work and in particular to fulfil two important standard programme functions – as the Design Authority (ensuring changes are in line with the business case and the design principles that were set) and as the Benefits Realisation Board (ensuring the improvements and savings are made / delivered). Further programme and project arrangements will be implemented when there is an identified need. Standard project and programme methodologies are being deployed, with the Programme Management Office ensuring consistency of practice and rigour.</p> <p>A quarterly programme review document will be published. The first version of this report reflected a slightly longer period of time (from November 2018 until end March 2019) and will be published on a quarterly basis thereafter. The document will be publicly available and will cover progress in terms of both service improvement, technology and savings</p>

Actions that were planned for 2018/19	Original Timescale	Outcome
<p>Corporate Security: Early appointment of a designated project lead to drive a planned series of activity to build and test the Council's corporate security.</p> <p>Delivery of the planned programme.</p>	<p>May 2018</p> <p>May 2018 – March 2019</p>	<p>Project in place led by Assistant Director (Facilities Management) to:</p> <ul style="list-style-type: none"> • Review the level of security requirements for each type of buildings we have i.e. corporate, children's centres, adult centres, museums, libraries, fire stations, depots etc. • Look into the different components linked to security for each type of building: <ul style="list-style-type: none"> ○ Infrastructure i.e. suitability of buildings to carry out current services, building layouts etc ○ CCTV and surveillance ○ Manned guarding ○ IT systems to support requirements ○ Staff training and awareness • Review all incidents (reported into the system and not) relating to H&S and security for the last 2-3 years so that we get an idea of type of issues/incidents we are dealing with • Link/align all of security requirements going forward with relevant OCC security policy, Emergency Planning, Business Continuity Plans, Communication Plans etc • Review and consolidate in one place the current different security provisions across OCC i.e. Facilities Management (FM) providing certain services to some buildings, Estates team carrying out keyholding, individual arrangements from historic key sites and request of manned guarding using their own budgets etc. In that way we can see the whole picture OCC wide and how we can bring everything together to be provided as a service from one focal point across all sites. • Procurement strategy in sourcing the best providers to fit security scope going forward • Explore any links with Health and Safety <p>A lead Officer (Senior Area Facilities Manager) has been tasked with this Corporate Security initiative and the review by site / Service has begun along with the engagement with Corporate Finance and Procurement teams.</p>

Actions that were planned for 2018/19	Original Timescale	Outcome
<p>Financial Management Deliver a detailed refresh of the assurance framework to ensure its effectiveness; and to follow through the 'case for change' under the Fit for the Future Programme in respect of streamlining systems and processes.</p>	<p>April 2018 – March 2019</p>	<p>In July -October 2018, the CIPFA Financial Management Toolkit was used to undertake a self-assessment of Financial Management across the council. This confirmed that Financial Management was adequate but from the feedback from respondents there were a number of areas highlighted for improvement.</p> <p>An action plan was established and was originally scheduled to be completed by the end of March 2019. The Financial Management improvement is now included as one of the workstreams under the Finance Review, part of the Transformation Programme, which is due to conclude on 31 May 2019.</p> <p>Extending the deadline and aligning the work within the overall Finance Review is enabling additional activity, looking at financial management structures and behaviours. The outcome of that work will be to strengthen the governance and framework that underpins Financial Management, and the principle of self service.</p>
<p>Property Deliver property compliance project to review, monitor and prioritise via Key Performance Indicators.</p>	<p>April 2018 – March 2019</p>	<p>Significant progress has been made in relation to achieving full statutory compliance across the corporate estate. Early last year audits to establish our compliance position post Carillion took place and identified substantial gaps (i.e. non-compliance). Compliance programmes were subsequently put in place to ensure full statutory compliance in these areas. A full set of compliance KPIs is in place covering all the main compliance areas.</p> <p>Much higher levels of statutory compliance have been achieved across the corporate estate, particularly in non-leased properties with some compliance areas at or close to 100% statutorily compliant. Several compliance programmes are still in place to bring the corporate estate up to full compliance (e.g. water hygiene risk assessments, electrical fixed wire safety and a Radon safety programme).</p> <p>In addition, work is also underway to ensure a robust management of an increasingly large number of remedial recommendations arising out of recent and historic risk assessments, safety certificates and surveys (all with target BAU dates between Jan and March 2019 to comply with end of April 2019 target date). A framework of remedial KPIs is being put in place to track progress in this area.</p>

Actions that were planned for 2018/19	Original Timescale	Outcome
<p>And, particularly in the post-Carillion environment, this will include:</p> <ul style="list-style-type: none"> • a refresh, and strengthening, of systems for the assessment and tracking of health and safety risks across the Council's property and within schools • a refreshed approach to the effective use and management of the Council's properties 	April 2018 – March 2019	<p>Related activities have focused on the need to review governance, policy, procedure and process. For example, site manuals/logs, processes, policy and systems relating to the management of significant compliance risk have been reviewed and updated. We have been introducing both the general compliance site manual and a fire safety site manual since February 2019: both are being introduced via training courses and introductory sessions and a number are already in use across the corporate estate (with similar plans for schools). We hope to complete the programme in the Summer of 2019. We have also started looking at the organisational structure in relation to management of compliance to provide a more robust operating model that will deliver and sustain compliance moving forward along with a more vigorous performance reporting framework in key compliance areas.</p> <p>To ensure that the council can discharge its health & safety responsibility in respect of property compliance there is also a need to re-establish capacity for effective monitoring and development of technical policy and practice across both the corporate and schools' estate. There is a proposal to re-establish the required resource within a newly formed Health & Safety team within FM.</p> <p>Closer working with the Schools health and safety team in relation to property health and safety compliance within the school's estate is now embedded. However, for a longer-term solution it is proposed that this is re-established and located within the FM team</p>
<p>External Reports</p> <p>Implement a robust and effective mechanism for the co-ordination and consideration of, and action plans for implementing, any governance issues arising from External Reports about the Council and its performance.</p>	December 2018	<p>A mechanism has been put in place whereby an identified point in Law & Governance is now the key contact point for co-ordinating and liaising with Directorates on external reports that are taking place or planned. Keeping a log of planned and reactive external reports will continue during 2019/20. The governance implications will be noted and tracked and referred to the monthly meetings of the Corporate Governance Assurance Group of key statutory officers.</p> <p>Progress reports will be made in-year to the Audit Working Group and Audit & Governance Committee, with reference to the action plans under each External Report.</p>

Actions that were planned for 2018/19	Original Timescale	Outcome
<p>Procurement: As part of the new Target Operating Model for the Council:</p> <ul style="list-style-type: none"> Develop / implement a refreshed Procurement Strategy and Policy Develop and deploy the electronic Contract Management Systems (eCMS) refresh contract management skills within the new Model 	<p>August 2018</p> <p>Jan 2019</p> <p>Aug – Dec 2018</p>	<p>Work on this was rescheduled to link to the Transformation Programme work schedule:</p> <ul style="list-style-type: none"> Provision Strategy – the new operating model identified through the transformation programme will inform a new strategy for the council which is anticipated to span the entire cycle including strategic commissioning, procurement and contract management. A new strategy is expected to be developed by September 19 which will then be subject to appropriate approval steps. Target completion date – Quarter 3, 2019. Electronic Contract Management System (ECMS) – Usage of the eCMS to date has been fragmented across the council. A core aim of the Provision Cycle will be identify a consistent approach across the full cycle and thus will include the development of a consistent, corporate approach to contract management. To support this our systems will be assessed and developed to meet the future needs of the new approach. The eCMS system is expected to meet the future contract management requirements but its full functionality is not fully understood or utilised. A workshop is planned with the provider better to understand the system’s capabilities and the appropriate changes required to meet the needs of the future operating model. As part of the anticipated roll out, a new communication plan and training will be provided. Target completion date – Quarter 3, 2019. Contract Management Skills Development – In addition to the development of a new Provision Strategy covering contract management and the implementation of a new improved contract management system, a skills development will be required. This will take the form of formal training and skills/information exchange between stakeholders across the council. Target completion date – Quarter 3, 2019.

Action Plan for 2019/20

- This is an Action Plan of specific governance priorities that the Council will address during 2019/20. We propose over the coming year to take steps to address the following matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

Action now planned for 2019/20	Timescale for Completion	Responsible Officer	Monitoring Body
<p>1. Property and Security</p> <p>Deliver on the remaining outcomes of the property audit (health and safety), which established the compliance position, post-Carillion: meet the Key Performance Indicators that have been put in place to address all the main compliance areas,</p> <p>Establish greater integration between the property and corporate security functions, at managerial and project level.</p> <p>Achieve and maintain prompt renewals of rentals and leases; together with greater level of reporting on the use of properties.</p>	<p>May 2020</p> <p>March 2020</p> <p>March 2020</p>	<p>Assistant Director Community Facilities Management</p>	<p>Chief Executive Direct Reports</p>
<p>2. Business Continuity</p> <p>Embed sound business continuity framework across the Council to monitor awareness and compliance. In particular to:</p> <ul style="list-style-type: none"> - increase the evidence base for Business Continuity Plans - achieve a documented business continuity testing strategy / plan - implement a testing exercise plan and programme - identify training needs across the council based on the evidence of testing and plan quality 	<p>March 2020</p> <p>May 2019 – May 2020</p> <p>May 2019</p> <p>May 2019</p>	<p>Assistant Chief Fire Officer - Strategic Lead for Safeguarding and Collaboration</p>	<p>Business Continuity Steering Group</p>
<p>3. ICT and Digital</p> <p>Back Up of data reliability. The system which provides this function is aged and may fail. Replacement of Computer, Storage and backup datacentre provision is a primary action identified as part of the ICT Health Check.</p>	<p>March 2020</p>	<p>Will Harper, Interim Head of ICT</p>	<p>ICT Governance Board</p>
<p>4. Procurement</p> <p>Atamis eCMS Contract Management system is neither fully developed nor fully deployed across the Council. The electronic Contract and Supplier Management System (eCMS) will be reviewed as part of the Provision Cycle transformation programme with the expectation to develop and implement a system that will provide management and controls across the full cycle of Commissioning, Procurement and Contract Management. This will enable a consistent, council-wide approach enabling 100% visibility of requirements.</p>	<p>The development will be iterative and ongoing but target to implement by Dec 19</p>	<p>Head of Procurement & Contract Management</p>	<p>Directorate Leadership Team and Corporate Governance Assurance Group</p>

REVIEWING OUR EFFECTIVENESS

1. We have reviewed our overall effectiveness. Key points are that we have made progress on implementing our Action Plan for 2018/19.
2. In overview, our formal decision taking processes remain clear;
 - i. Key management roles have continued to be defined and to operate as part of the council's leadership team - Head of Paid Service, Chief Finance Officer, Monitoring Officer and Chief Internal Auditor, even during times of change (such as the partnership with Cherwell District Council, mentioned below)
 - ii. The council operates within a budget that included a modest council tax increase and delivers year on year savings despite significant financial pressures.
Financial management systems and processes are subject to regular review and actions taken where areas for improvement are identified to ensure good value for money is achieved.
 - iv. We monitored key governance issues through a system of Corporate Lead Officers reporting into a Corporate Governance Assurance Group of senior officers and to the council's Audit & Governance Committee,
 - v. Through the governance assurance framework, issues and unacceptable risk exposures are being highlighted with action plans devised and implementation monitored on a timely basis. This will ensure that the level of risk is returned to acceptable levels as soon as possible.
3. The effectiveness of the Council's governance has been further demonstrated by the Council's active project-planning to meet in-year governance issues. For instance, clear governance has been essential to the following notable matters in 2018/19.

Partnership with Cherwell District Council ('Section 113 Agreement')

4. During the year the Council formally entered into a partnership arrangement with Cherwell District Council. A 'Section 113 Agreement' (under the Local Government Act 1972) was entered into to define the purpose and governance of the arrangement. A Section 113 Agreement effectively expresses each Council's willingness to put its staff at the disposal of the other for certain agreed purposes.
5. This Agreement and the suite of governance policies to which it gave rise, were endorsed by this Council's Audit and Governance Committee and Full Council. The Partnership appointed a shared Chief Executive, Yvonne Rees, and joint Monitoring Officer, Nick Graham. It expressed an ambition to achieve a Joint Management Team. Certain other joint appointments have been made. The governance arrangements to deliver and support these arrangements included:
 - A Chief Executive's Protocol
 - Protocol on managing interests
 - Ethical walls procedure
6. A Partnership Working Group of members of both councils was set up under the S113 Agreement to make recommendations to the respective authorities on the areas of potential joint working. A Joint Shared Services and Personnel Committee was also set up to take forward any employment-related issues. Terms of reference of each body was agreed by the Audit & Governance Committee and Full Council.
7. The governance arrangements are working well so far in facilitating the project (in terms of the first appointments and implementation of the first sharing of services). The arrangements also have the balance of member and officer involvement. The Audit & Governance Committee intend to review the governance arrangements at its meeting on 8 May 2019.

CONCLUSION

The Council's governance arrangements continue to be regarded as fit for purpose in accordance with the governance framework

Transformation

8. The Council's Transformation Programme (no longer called Fit for the Future) was established gradually during the second half of 2018/19 following approval of a Business Case in September 2018. Governance arrangements have been put in place at both a member and project level. Member bodies include a Joint Audit & Governance and Performance Scrutiny (Transformation) Sub-Committee; and a Transformation Cabinet Advisory Group. A Transformation Programme Board has been established to co-ordinate the overall programme of work, supported by three thematic workstream groups.

Peer Review

9. The Council commissioned a corporate Peer Review from the Local Government Association which was led, in March 2019, by experienced cross-party range of councillors and senior local government officers. This was the Council's first corporate (whole Council) peer review. 'Leadership and governance' was one of the five key corporate areas considered by the review.
10. As regards governance, feedback from the peers highlighted that the new Chief Executive was viewed positively as a change agent; that there were strengths in senior management, that bold leadership (e.g. with the Cherwell partnership) was taking place; and that there were good member/officer relationships and a strong and valued scrutiny function. Opportunities still remained for establishing a stable senior management structure and for using non-Cabinet councillors more fully through the scrutiny function and indeed their role as community leaders in developing locality working.

Horton Health Overview and Scrutiny Committee

11. In response to the Oxfordshire Clinical Commissioning Group's proposals regarding consultant-led maternity services at the Horton General Hospital, the Secretary of State and Independent Reconfiguration Panel (IRP) advised that a new overview and scrutiny committee be formed covering the area of patient flow for these services. The area of patient flow for obstetric services at the Horton General Hospital covers Oxfordshire, Northamptonshire and Warwickshire. Therefore, the County Councils of Oxfordshire, Northamptonshire and Warwickshire formed the statutory joint Horton Health Overview and Scrutiny Committee. It has been chaired since it commenced by an Oxfordshire County Councillor. The Committee's duration is expected to last only as long as necessary for this specific matter above to be considered. Responsibility for all other health scrutiny functions and activities remain with the respective local authority Health Scrutiny Committees. The Council therefore complied effectively and in a timely fashion with the statutory requirement and is delivering sound governance arrangements.

County Council By-elections

12. During the late summer and early Autumn of 2018, three county councillors resigned their positions due to personal circumstances. Three by-elections were therefore held in October and November (in the divisions of Iffley Fields & St Marys, Grove & Wantage and Wheatley). Each of the by-elections were successfully held and were compliant with electoral legislation and Electoral Commission guidance to Returning Officers. Deputy Returning Officers were appointed in the three district councils concerned to assist in the delivery of the polls and the counts. Three new County Councillors were duly elected and bespoke induction sessions were held. The electoral governance was therefore sound.

Governance Review Task Group on involving councillors

13. The cross-party group of County Councillors met during 2018/19 to work up proposals for Cabinet on ways in which constituency councillors (particularly those not on the Council's executive) could be further informed about and involved in the Council's policy formulation and decision making. A survey and a whole council workshop were arranged, and the Group conducted visits to a range of authorities operating differing decision-making structures. A report was produced, considered by Cabinet. It was determined that with the Council undertaking a Transformation programme it made sense to review the Group's recommendations when that programme was further advanced. The Peer Review (above) also reflected that further emphasis should be given to developing a closer integration of members and their locality perspective.

Independent Remuneration Panel on Members' Allowances

14. The Council convened its Independent Remuneration Panel during the last quarter of 2018/19 to gain recommendations from it regarding three specific matters, two about special responsibility allowances and one regarding the application of an index for uprating members' allowances. The Panel met and considered the issues in line relevant regulations and comparative evidence. Council was then able to receive the recommendations and decide upon them at its meeting in April 2019. The Remuneration Panel processes were therefore sound and compliant with Regulations,

General Data Protection Regulations

15. The General Data Protection Regulations came into force during the year and the Council's advance planning and project management, informed by the Information Commissioner's guidance, has ensured effective compliance through the transition. All related policies and asset registers were updated. A mandatory e-learning course for staff, along

with briefing sessions for staff and councillors also increased awareness as evidenced through an increase in risk assessments and queries.

Property and Security

16. During the year the Council has made progress to achieving full statutory compliance as regards health and safety, across the corporate property estate, particularly since the ending of the Carillion contract. Audits established the compliance position, post-Carillion, identified gaps and full set of Key Performance Indicators has been put in place to address all the main compliance areas. The updated priority action of 2018/19 sets out some of the detail. However, the Corporate Governance Assurance Group is of the view that this area of work should continue to have the visibility and emphasis of inclusion in the priority Actions for 2019/20, as on page 12 above.

17. There are of course links with the Council's work on ensuring corporate security of the Council's estate. In that regard a settled senior management lead for corporate security (Assistant Director for Facilities Management) and project lead (Senior Area Facilities Manager) have been achieved to drive improvements. This is also reflected under the priority Action for 2019/20 as on page 12 to ensure visibility of this workstream as it is embedded.

Measuring and Managing Service Performance

18. Oxfordshire County Council has used a performance management framework, centred on quarterly reporting and an exception-based escalation of issues. Priorities are identified in the Corporate Plan and related performance indicators are agreed with directorates, as part of the service and resource planning process. Progress is reported by the use of dashboards with Red, Amber or Green (RAG) ratings.

19. Accountability for performance runs from the individual to corporate level through directorate leadership teams and then on to the Council's

senior management group – Chief Executive Direct Reports (CEDR) Public reports are made to Performance Scrutiny Committee and Cabinet. Performance Scrutiny Committee met 7 times in 2018/19 to consider performance across the Council focusing on a directorate in detail at each meeting. The Committee can call for additional reports from directors and examine issues in detail to ensure that improvements are made. The Committee also challenges proposed indicators and targets to ensure they are realistic and in line with strategic priorities.

Compliance, Risks and Complaints & Whistleblowing

Compliance

20. The County Council has used a range of measures to ensure compliance with established policies, procedures, laws and regulations including:
- Notification of changes in the law, regulations and practice to directorates by Legal Officers;
 - Induction training for officers and managers on key governance responsibilities
 - Specific training carried out by Legal Officers and external experts;
 - The drawing up and circulation of guidance and advice on key procedures, policies and practices;
 - Proactive monitoring of compliance by relevant key officers including the Chief Finance Officer, the Monitoring Officer and the Chief Internal Auditor;
 - ‘Protocol for Implementing New Legislation’ ensures that there are Directorate Leads who have a specific obligation to ensure appropriate dissemination of legal, policy and professional information within their Directorates.
21. Guidance and advice on all our key policies and procedures are reviewed and updated on an ongoing basis. All policies and guidance have been given visibility on the Intranet within the Corporate Governance Library

as well as separate pages for Human Resources and Finance, Budgets and Procurement and news items

22. Compliance with our policies was monitored by the relevant corporate lead officers. Their assessment was incorporated in the year end ‘Certificate of assurance’ signed off by each corporate lead officer.
23. Under Section 5 of the Local Government and Housing Act 1989, the Monitoring Officer is required to report to the County Council where, in his opinion, a proposal, decision or omission by the County Council, its Members or Officers is or is likely to be unlawful and also to report on any investigation by the Local Government Ombudsman. No such reports have been necessary in 2018/19.
24. The Monitoring Officer provides an report annually to the Audit & Governance Committee on his view on the Council’s governance arrangements. This review was formally reported to, and endorsed by, the Audit & Governance Committee in September 2018.

Risks

25. Oxfordshire County Council has a Risk Management Strategy which aims to ensure that there is continuous improvement in the arrangements for managing risk across all directorates. The Chief Finance Officer was the CEDR Risk Champion during 2018/19.
26. Oxfordshire County Council has in place a process for identifying, assessing, managing and reviewing the key areas of risk that could impact on the achievement of County Council’s objectives and service priorities. Reports to committees to support key policy decisions or major projects include an assessment of both opportunities and risks.
27. A strategic risk register is in place that is owned and reviewed by CEDR. In most parts of the Council risk registers were owned at directorate level

and reviewed by each Director with their management teams on a quarterly basis. Additional risk registers were also held and managed at service, team or project level according to business needs. An escalation process is in place to report significant service risks upwards as necessary, including up to CEDR as part of the quarterly performance reporting process and separately to the Audit Working Group. The Strategic Risk Register has been established in 2018/19 and each risk is owned by a member of CEDR. CEDR has begun reviewing the risk register quarterly.

28. Risk Management in projects is required in our Corporate Project Management Framework. It includes the requirement for risk registers to be maintained as part of the project management process.

Complaints & Whistleblowing

29. Oxfordshire County Council has continued to operate formal complaints and whistleblowing procedures which has allowed staff, service users, contractors, suppliers and the public to confidentially raise concerns about any aspect of service provision or the conduct of staff, elected councillors or other people acting on behalf of the Council.

30. An annual review of reports and incidents of whistleblowing was undertaken by the Monitoring Officer and reported to the Audit & Governance Committee via the report of the Audit Working Group.

Internal audit

31. In 2010 CIPFA issued a Statement on the “Role of the Head of Internal Audit in public service organisations”. This outlines the principles that define the core activities and behaviours that belong to the role of the ‘Head of Internal Audit’ and the governance requirements needed to support them. The Council's arrangements conform with the governance requirements of the CIPFA statement as our Chief Internal Auditor:

- Objectively assesses the adequacy of governance and management of existing risks, commenting on responses to emerging risks and proposed developments;
- Gives an objective and evidence-based opinion on all aspects of governance, risk management and internal control;
- Is a Senior Manager with regular and open engagement across the organisation, including the Council’s Leadership Team (CEDR – Chief Executive Direct Reports) and the Audit & Governance Committee; and
- Leads and directs an internal audit service that is resourced to be fit for purpose; and is professionally qualified and suitably experienced.

32. The Monitoring Officer sought feedback on the quality and effectiveness of the Internal Audit Service from Senior Managers across the council, reporting back to the Audit and Governance Committee. The conclusion from the survey was that management find the internal audit service effective in fulfilling its role.

33. The Internal Audit Service operates in accordance with the Public Sector Internal Audit Standards (PSIAS). The annual self-assessment against the standards is completed on an annual basis. It is a requirement of the PSIAS for an external assessment of internal audit to be completed at least every five years. This took place in November 2017 and the results were reported to the Audit & Governance Committee in January 2018. This confirmed that the “service is highly regarded within the Council and provides useful assurance on its underlying systems and processes”.

34. The Chief Internal Auditor prepared an Annual Report on the work of Internal Audit which concludes for the 12 months ended 31 March 2019, there is **satisfactory** assurance regarding Oxfordshire County Council's overall control environment and the arrangements for governance, risk management and control. Where weaknesses have been identified

through internal audit review, they have worked with management to agree appropriate corrective action and timescale for improvement.

35. As part of governance arrangements developed when Oxfordshire County Council joined the Hampshire Partnership in July 2015 it was agreed that the Southern Internal Audit Partnership, (SIAP), would provide an annual assurance statement to Oxfordshire County Council on the adequacy and effectiveness of the framework of governance, risk management and control from the work carried out by Hampshire. The Chief Internal Auditor takes account of the assurance obtained from SIAP, when forming the overall assurance opinion. For 2018/19 the statement of assurance report received from SIAP concluded that the framework of governance, risk management and management control is 'Adequate' and audit testing has demonstrated controls to be working in practice.

36. Where Internal Audit identifies areas for improvement, management action plans are in place and are routinely monitored by the Internal Audit team and the Audit Working Group. Managers are required to provide positive assurance that actions have been implemented; performance on implementation is high, demonstrating that control weaknesses identified by Internal Audit are being addressed on a timely basis.

Checking the Effectiveness of our Governance

37. Oxfordshire County Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness has been informed by the work of the senior managers within the County Council who have responsibility for the development and maintenance of the governance environment, the Chief Internal Auditor's annual report, whistleblowing reports and comments made by the external auditors and other review agencies and inspectorates. A report on the

effectiveness of Internal Audit was received and endorsed by the Audit & Governance Committee in March 2019.

Audit & Governance Committee

38. The Chairman of our Audit & Governance Committee produced an Annual Report to Council. The Annual Report also covers the work of the Audit Working Group. This group has met regularly throughout the year and reviewed specific areas of governance, risk and control, reporting any significant issues identified to the Committee. The Chairman's report for 2018/19 is scheduled for consideration by Full Council in May 2019.

Scrutiny Committees

39. Oxfordshire County Council has four scrutiny committees. They cover the following areas: Education; Performance; Joint Health Overview including district council and co-opted lay members; and Joint Horton Health Overview and Scrutiny Committee with members from Oxfordshire, Northamptonshire and Warwickshire County Councils
40. The good governance of the council has been further enhanced by the work of the Cabinet Advisory Groups. These groups can be set up to examine topics selected by Cabinet which align to corporate council priorities.
41. CIPFA guidance indicated that Audit Committees '*should have clear reporting lines and rights of access to... for example scrutiny committees*'. The Chairman of the Performance Scrutiny Committee has had a standing invitation to attend our Audit & Governance Committee to provide advice in relation to the work of the Scrutiny Committees. Similarly, the Chairman of Audit & Governance Committee has a reciprocal standing invitation to attend the meetings of the Performance Scrutiny Committee. An annual report on the key achievements of all Scrutiny Committees is considered by our Audit & Governance Committee in draft and submitted for agreement by Council. Full Council

considered the annual report of scrutiny committees in May 2017. Scrutiny and Audit Committee Chairmen meet regularly to coordinate their work and forward plans.

Corporate Governance Assurance Group (CGAG)

42. This Group has monitored the corporate governance framework. It reviewed the Annual Governance Statement action plan, as well as monitoring and challenging the assurance framework owned by designated Corporate Leads. The Group has been reconstituted to comprise only the Council's most senior governance officers with a view to liaising with governance contacts/leads within services. The Group continues to identify, challenge and track improvements to any weaknesses in the internal control environment. It has primary responsibility for collating all of the evidence and producing the first draft of the Annual Governance Statement.

Key Deliverables

43. Updates on projects are reported quarterly, with information reported through existing quarterly business management (performance / risk / projects) reporting procedures. The forecast financial position is reported monthly to Leadership Teams and through the regular Financial Monitoring and Business Strategy Delivery Reports to Cabinet which are considered by the County Leadership Team (CLT).

44. Further to these monitoring arrangements, the Chief Finance Officer and the meets with senior managers. They review the delivery of budget savings, check progress on the delivery of projects and ensure that support is targeted to projects as necessary. The policy and finance teams work with service areas to monitor delivery of agreed savings and escalate issues for consideration to the Council's Extended Leadership Team as required.

Other external reviews

45. Oxfordshire County Council receives external reports and inspections from a range of sources that can provide assurance or indicate any issues related to internal control and governance. These are generally ad-hoc and are reported to CGAG so that governance issues can be reported to Audit & Governance Committee. However, following a steer from the Audit & Governance Committee, a centralised record is made of the governance requirements or recommendations arising from external reports so that these can be co-ordinated and reported to the Committee. For completeness Directors are also asked to set out feedback from external reviews in their annual Statement of Assurance.

ANNEX

SUMMARY OF OUR GOVERNANCE FRAMEWORK

A vision for Oxfordshire

1. Oxfordshire County Council's ambition, as set out in the updated [2019-2022 Corporate Plan](#), is for a county where local residents and businesses can flourish - a thriving Oxfordshire.

Equalities

2. Oxfordshire County Council is committed to making Oxfordshire a fair and equal place in which to live, work and visit. We want our services to effectively meet the needs of all local residents, including those in rural areas and areas of deprivation. The Council has an Equalities Policy and we aim to ensure that our staff are equipped with the knowledge and skills to meet the diverse needs of customers, that our services are accessible, and to encourage supportive and cohesive communities through our service delivery. A public consultation has been held to inform the review of the Equalities Policy and to inform the Equalities Policy 2018-2022.

Consultation and Communication

3. The council ensures it meets its statutory consultation duty by using a consistent approach to consulting service users and other stakeholders about proposed service change.
4. We also have well established consultation and involvement arrangements to specifically engage the community and its staff. There is a council-wide Consultation & Involvement Strategy, a research governance framework covering consultation, evaluation and research with adult social care customers and a dedicated engagement team working with children and young people and vulnerable adults.

Decision making structures

5. Oxfordshire County Council's Constitution sets out the roles of and relationships between the full Council, the Cabinet, Scrutiny and other Committees in the budget setting and policy and decision-making processes. It notes the legal requirements. The County Council's Corporate Plan supplements our Policy Framework. These formal policies are approved by full Council in accordance with the provisions of Oxfordshire County Council's Constitution.
6. The Constitution also sets out a scheme of delegation. The Chief Finance Officer approves the financial scheme and the Monitoring Officer approves the decision-making scheme. The Constitution also records what responsibility each Oxfordshire County Council body or individual delegate (councillor or officer) has for particular types of decisions or areas or functions. The Constitution requires that all decisions taken by or on behalf of the County Council are made in accordance with given principles.
7. The Constitution also sets out how the public can take part in the decision-making process. The Cabinet's Forward Plan alerts the public to what business the Cabinet will be undertaking to give members of the public the right to make representations before a decision is taken. Some of the responsibilities of the County Council committees require statutory consultation to precede a decision being taken. Some of the responsibilities of the County Council committees require statutory consultation to precede a decision being taken.
8. The Constitution is reviewed annually by the Monitoring Officer with recommendations of changes being made to Full Council for consideration and adoption.

9. Oxfordshire County Council has an Audit & Governance Committee which operates in accordance with the CIPFA guidance 2013 and normally meets six times a year. The County Council also operates an Audit Working Group, made up of members of the Committee and Senior Officers, chaired by a co-opted member of the Audit & Governance Committee. The Audit Working Group looks in detail at specific areas of governance, risk or control under the direction of the Audit & Governance Committee.
10. The Monitoring Officer monitors and reviews the operation of the Constitution to ensure that its aims, principles and requirements are given full effect and makes recommendations on any necessary amendments to it to Full Council.

Senior Management

11. The Chief Executive (as Head of Paid Service) is responsible for co-ordinating the different functions of the council, staff appointment, organisation, management, numbers and grades. Additional responsibilities are set out in the Constitution include supporting councillors and the democratic process, overall corporate management and promoting our objectives, performance management, strategic partnership, the community strategy, media and communications.
12. Our Chief Finance Officer holds the statutory role of 'Chief Financial Officer' within the Council. Our Chief Finance Officer is professionally qualified and suitably experienced.
13. The Financial Procedure Rules are part of the Constitution and are published on the Council's website. These 'Rules' and the supporting Financial Regulations are reviewed by the Chief Finance Officer. Schemes of Financial Delegation and Delegation of Powers are reviewed and updated each year.

14. Oxfordshire has a Director of Law and Governance who is also the Monitoring Officer. His role, in summary, includes meeting all legal requirements, ensuring effective administration and compliance with statutory responsibilities around the councillors' code of conduct and the ethical standards of officers.

Controls on Information, Projects and ICT

15. The Council has a Data Protection Group comprising the key statutory information governance leads. Reporting into this is an Information Governance Group which reviews and implements corporate policies, including the new Information Governance Policy, the Data Sharing Policy and new tools and methods of work evaluated by ICT Business Delivery to improve the security of data transfer.
16. Oxfordshire County Council requires projects to be managed using their Project Management Framework which gives a comprehensive structure, standard paperwork and defined processes. Progress of Major Programmes is reported to DLTs and to the Delivery Board, and the Chief Executive.

Codes of Conduct

17. Oxfordshire County Council has developed and adopted separate Codes of Conduct for Councillors and Officers; both Codes define the standards of behaviour expected by the County Council and the duty owed to the public. Training on the requirements of the codes is provided by the Council's Monitoring Officer for both Councillors and Officers. Both codes form part of the County Council's Constitution and are readily accessible via the council's Internet and Intranet websites.
18. Each Council must adopt a local Code of Conduct and have arrangements in place to investigate complaints made against Members. Our Council has agreed to include standards within the terms of reference of the Audit & Governance Committee.

19. During 2018-2019, the Council’s Audit & Governance Committee engaged with the consultation from the Committee on Standards in Public Life on *Ethical Standards in Local Government* and the outcomes of that report were considered by the Council’s Committee with a view to implementing appropriate actions. The Monitoring Officers of Oxfordshire’s County and District Councils met regularly throughout the year and the sharing of best practice as regards ethical standards is part of this Group’s remit.

WORKING WITH OTHERS

Schools

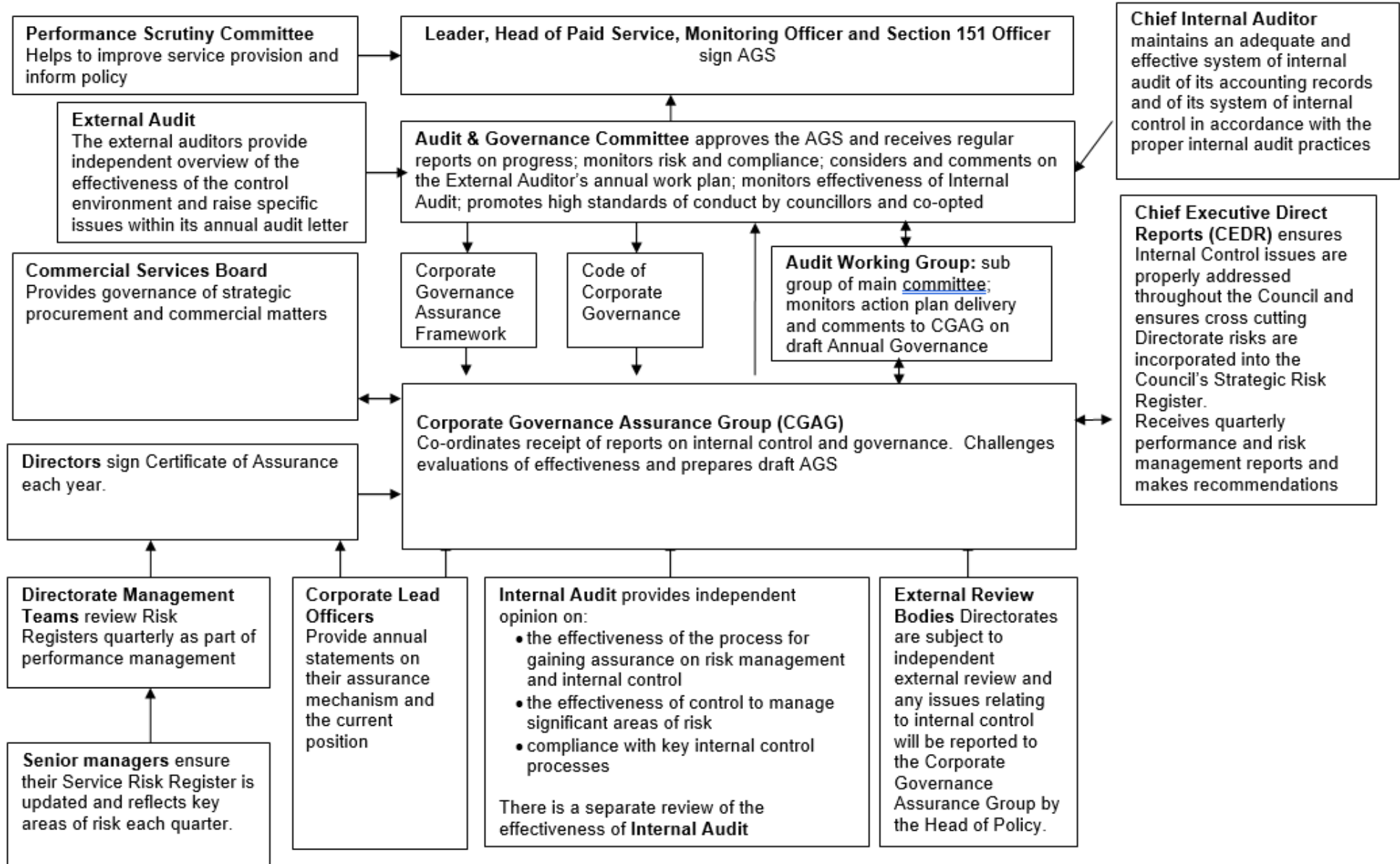
20. Section 48 of the Schools Standards and Framework Act 1998 requires the authority to prepare a scheme setting out the financial framework for local authority-maintained schools, known as the Scheme for Financing Schools.
21. It is the responsibility of each school’s governing body to set down and oversee proper governance arrangements for the school. The governing body in maintained schools is accountable to the local authority for the way the school is run.
22. Academies are legally separate entities and therefore their effective governance does not fall within the control or responsibilities of the County Council. The County Council retains responsibilities including ensuring that special educational needs are met, safeguarding, and that the free entitlement to early year’s education is provided by academies where applicable.

Partnerships

23. Oxfordshire County Council works together with other bodies and organisations, in a number of different partnerships governed by specific terms of reference. Overall accountability for partnership working rests with Council which is responsible for examining formal and informal feedback mechanisms. Each partnership presents an annual report and a yearly summary of the work of the partnerships set out below is discussed at the September meeting of the County Council. This is also considered by Performance Scrutiny Committee.
24. During 2018/19, the Council specifically entered into a formal partnership with Cherwell District Council. This is referenced in the Council’s Annual Governance Statement.
25. The key partnerships that Oxfordshire County Council is part of and plays a formal role in are:
- Cherwell-Oxfordshire Partnership
 - Oxfordshire Partnership
 - Oxfordshire Local Enterprise Partnership (OxLEP)
 - Oxfordshire Skills Board
 - Oxfordshire Growth Board
 - Oxfordshire Local Transport Board.
 - Oxfordshire Safeguarding Children Board (OSCB),
 - Oxfordshire Safeguarding Adults Board
 - Oxfordshire Health and Wellbeing Board
 - Oxfordshire Stronger Communities Alliance Oxfordshire Safer Communities Partnership

Overview of Corporate Governance Assurance Framework

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The County Council acts as a trustee for the various funds below. The funds are invested in the Stock Market and with the County Council. They do not form part of the Balance Sheet.

Trust Funds Where Oxfordshire County Council acts as sole trustee		2017/18	2018/19	
		Value of Fund £'000	No. of funds	Value of Fund £'000
Children's	Funds for the Development of Hill End Residential Centre	102	1	104
	Criminal Injuries Compensation Awards	22	1	6
	Other (under £10,000)	1	1	1
Resources	Bequest of Property at Watlington	78	1	78
Total		203	4	189

Trust Funds Where Oxfordshire County Council acts as joint trustee		2017/18	2018/19	
		Value of Fund £'000	No. of funds	Value of Fund £'000
Children's	Other (under £10,000)	1	1	1
Adults	Junior Citizens Trust	7	1	4
Total		8	2	6

Other Funds		2017/18	2018/19	
		Value of Fund £'000	No. of funds	Value of Fund £'000
Children's	City Lectureship Scholarship	18	1	18
	Other (under £10,000)	24	6	24
Adults	Other (under £10,000)	9	1	8
Total		51	8	51

Actuarial gains and losses

These are changes in deficits or surpluses that arise because either actual experience or events have not been exactly the same as the assumptions adopted at the previous valuation (experience gains and losses) or the actuarial assumptions have changed.

Amortised

Written off over a period of time.

Bond Fund

A fund primarily invested in government and corporate bonds. The value of the investment changes as the market value of assets held by the fund changes.

Call Account

A call account is a deposit account with a financial institution without a fixed maturity date.

Capital Receipts

Receipts from the sale of capital assets.

Cash Equivalent

Short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Cash Flow

The movement of money into or out of the County Council during the financial year.

Collection Fund

A fund maintained by each district council to receive all income raised through the Council Tax and Business Rates. The County Council precepts the district councils to receive its share of Council Tax receipts.

Commutation Factor

Factor used to determine the amount of lump sum payable from the amount of annual pension commuted.

Contingent Asset

A possible asset arising from past events and whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the County Council's control.

Contingent Liability

A condition which exists at the balance sheet date, where the outcome will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the County Council's control, or where it is not probable that an outflow of resources will be required to settle the obligation.

Contingent Rent

The portion of a lease payment that is not fixed at the start of the lease but is based on the future amount of a factor that changes other than with the passage of time (e.g. amount of future use, future price indices).

County Fund

The main revenue fund of the County Council into which precept income and Government grants are paid and from which day-to-day payments are made.

Creditors

Amounts owed by the County Council for work done, goods received or services rendered within the financial year for which payment has not yet been made.

Current Asset

An asset which will be used up during the next accounting period e.g. cash.

Curtailedment

Early retirement costs calculated in accordance with accounting standard IAS19.

Debtors

Amounts owed to the County Council for services carried out during the financial year but not yet received.

Deferred Income

Prepaid income credited to the Balance Sheet and amortised to the Comprehensive Income and Expenditure Statement to match the benefit of the receipts over the term of the contractual arrangement.

Depreciation

The systematic write-off of the reduction in value of a tangible fixed asset due to wear and tear, passing of time and technological changes over its economic useful life.

Derecognition

Removal of an asset or liability from the Balance Sheet.

Equity instrument

A contract such as an equity share in a company.

Fair value

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date

Financial asset

A right to future economic benefits controlled by the County Council that is represented by cash, an equity instrument of another entity, a contractual right to receive cash (or another financial asset) from another entity or a contractual right to exchange financial assets/liabilities with another entity under conditions that are potentially favourable to the County Council.

Financial liability

An obligation to transfer economic benefits controlled by the County Council that is represented by a contractual obligation to deliver cash (or another financial asset) to another entity, or a contractual obligation to exchange financial assets/liabilities with another entity under conditions that are potentially unfavourable to the County Council.

Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another. Financial instruments include bank deposits, investments, debtors, long-term debtors, creditors, temporary loans and borrowings.

Financial Year

The County Council's accounts cover the period from 1 April in one year to 31 March in the next year.

Fixed Asset

A tangible asset that yields benefit to the County Council and the services it provides for a period of more than one year.

General Government Grants

These are general grants paid by central government in aid of local authority services as opposed to specific grants which may only be used for a specific purpose. The main general grant is Revenue Support Grant.

Hedge Fund

A hedge fund is a form of investment partnership.

Impairment

A reduction in the carrying value of an asset arising from physical damage, obsolescence or a significant decline in market value.

Inventories

Raw materials and stores which the County Council has bought and holds in stock for use as required.

Intangible Asset

An asset that does not have physical substance but is identifiable and controlled by the organisation through custody or legal rights e.g. software licenses.

International Financial Reporting Standards (IFRS)

These are issued by the International Accounting Standards Board and provide standards for the preparation of financial statements.

Lease

A method of financing capital expenditure where a rental charge is paid for an asset for a specified period of time.

Lessee

A party to a lease agreement who makes payment to use an asset.

Lessor

A party to a lease agreement who receives payment for the use of an asset.

Liabilities

Amounts owed by the County Council which will be paid at some time in the future.

Limited Liability Partnership

A partnership in which some or all partners have limited liabilities.

Long Term Investments

Investments that are not due to mature within the next 12 months.

Money Market Fund

Funds are invested in short dated assets including certificates of deposits, government securities and commercial papers making them highly liquid. Money Market Funds must be AAAMf rated, invest in high credit quality assets and maintain a weighted average maturity of 60 days or fewer. Investments have a stable net asset value and dividends are paid to investors on their investment.

Mortality Assumptions – Abbreviations

S1NA, S1PA and S2PA - mortality tables issued as part of the "S1" and "S2" series of mortality tables produced by the Continuous Mortality Investigation. The "S1" mortality tables are based on mortality experience from UK self-administered pension schemes between 2000 and 2006. The "S2" mortality tables are based on mortality experience from UK self-administered pension schemes between 2004 and 2011.

Net Debt

The County Council's borrowings and finance liabilities less cash and liquid resources.

Net Operating Expenditure

The amount which it costs to provide services after any specific grants and/or income from fees and charges is taken into account, but ignoring general government grant and local taxation.

Non-current Asset

A long-term asset that is not expected to be used up or realised within the next 12 months e.g. Property, Plant and Equipment.

Non Domestic Rate

A levy on businesses based on a national rate in the pound set by the government multiplied by the 'rateable value' of the premises they occupy.

Pooled Fund

Funds from individual investors are aggregated for the purposes of investment and returns are apportioned between investors according to the size of the investment.

Pooling

Where services benefit larger areas than the local authorities which provide them, the expenditure is sometimes pooled according to a formula which reflects usage of the service.

Precept

The levy made by the precepting authority (the County Council) on billing authorities (the district councils in Oxfordshire) requiring the latter to collect income from council taxpayers on their behalf.

Private Finance Initiative (PFI)

A scheme to encourage private sector investment in the public sector. Typically these involve a private sector operator building or enhancing property and operating services on behalf of a public sector organisation.

Professional Fees

The fees paid by the County Council for professional services such as those of architects and quantity surveyors.

Provision

An amount of money put aside in the accounts for anticipated liabilities which cannot be accurately estimated e.g. insurance provision for claims awaiting resolution.

Public Works Loan Board (PWLB)

A central government agency which provides long and shorter term loans to local authorities at interest rates slightly higher than those at which the government itself can borrow. Local authorities are able to borrow a proportion of their requirement to finance capital spending from this source.

Reserves

Amounts of money put aside to meet certain categories of expenditure in order to avoid fluctuations in the charge to the County Fund.

Revenue Expenditure

The County Council's day-to-day expenditure on items which include wages, supplies and services and interest charges.

Revenue Expenditure Funded from Capital Under Statute

Capital expenditure as defined by statute that does not result in the acquisition, creation or enhancement of fixed assets and is charged to the Comprehensive Income & Expenditure Statement in accordance with the accounting policy.

RIA

Receipts received in advance.

Segregated Mandate Fund

Funds from individual investors are invested on a segregated basis so that the holdings can be directly attributed to investors.

Settlement (Retirement Benefits)

Settlement relates to a bulk transfer out of the Fund as a result of functions transferring to another organisation. It reflects the difference between the liability transferred (calculated in accordance with accounting standard IAS19) and the assets transferred to settle the liability.

Specific Grants

Grants paid by the Government in respect of specific services.

Strategic Measures

This comprises interest on balances and capital financing charges. The former involves surplus cash from the County Fund which is either invested or used to reduce the need to borrow externally. The interest received is credited to the County Fund. Capital financing charges include the minimum revenue provision required and interest on outstanding debt, together with a general revenue contribution to finance capital spending.

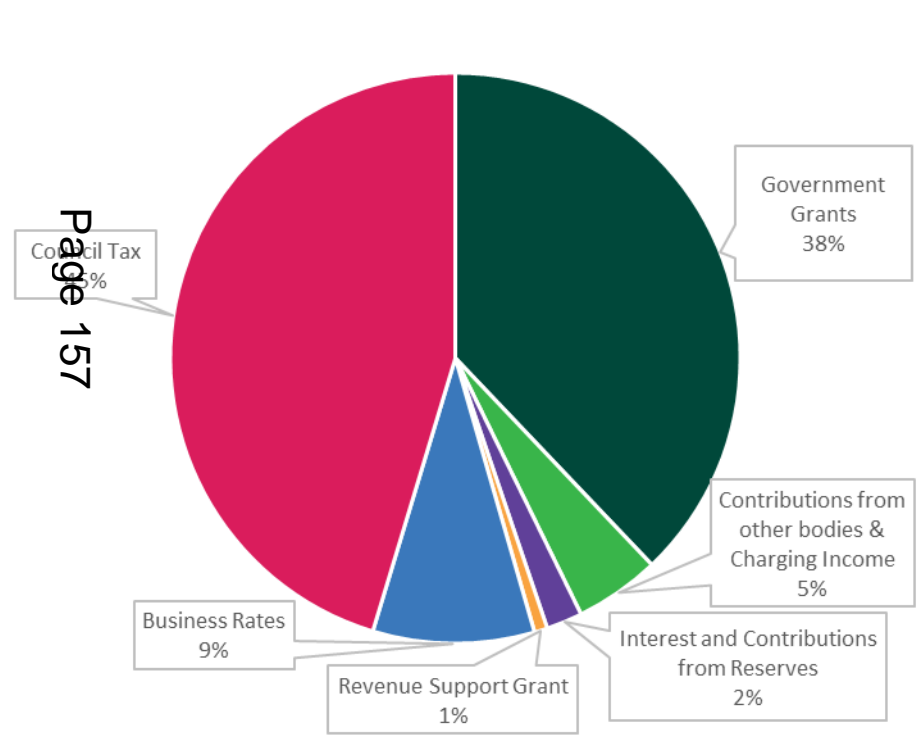
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The County Council's accounts set out how much money we have spent on services, what we have invested in capital projects, how we have funded the expenditure, and what assets we own.

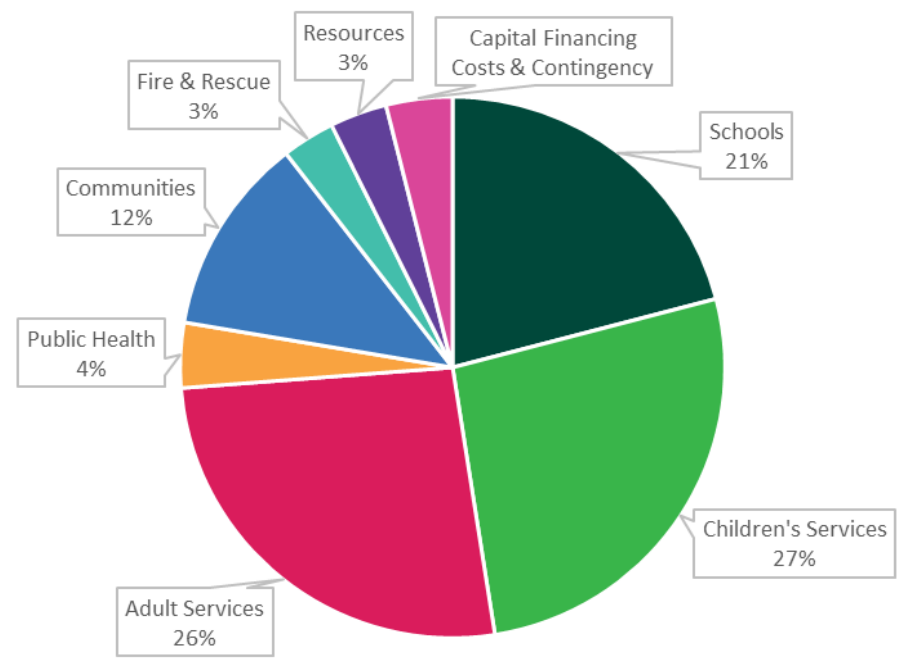
Review of 2018/19

Total Gross Expenditure: £788.5m

Where the money came from



What services the money was spent on



The Council set a net revenue budget for the year of £435.5m to finance day to day service provision. Actual net revenue spending for the year after transfers to earmarked reserves was £433.2m, £2.3m lower than had been budgeted. This means that the County Fund balance has increased by £2.3m from £25.7m at the beginning of the financial year to £28.0m at 31 March 2019. The Provisional Outturn Report contains detailed explanations of the Directorate Outturn and will be presented to Cabinet on 18 June 2019

Summarised Revenue Account

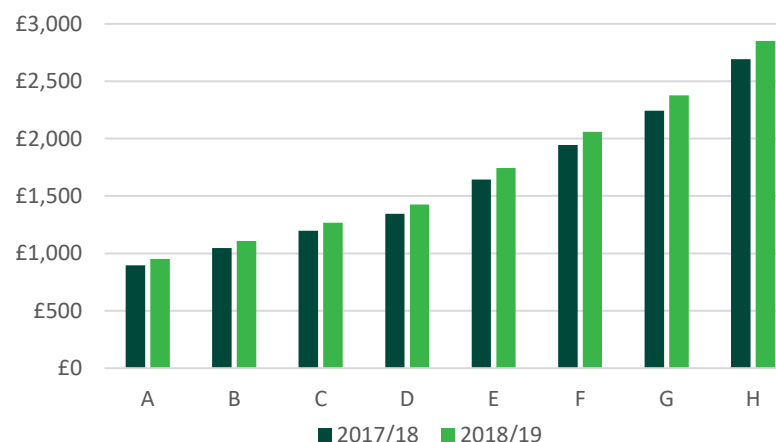
	Gross Expenditure £m	Income £m	Net Expenditure £m
Cost of services	954.9	-404.1	550.7
Other operating expenditure	67.7	-0.9	66.8
Financing and investment income and expenditure	42.8	-8.3	34.5
Taxation and non-specific grant income		-571.0	-571.0
Deficit on provision of services	1,065.3	-984.3	81.0
Adjustments between accounting & funding basis			-75.5
Transfers from earmarked reserves			-7.4
Total adjustments and transfers			-82.9
Increase in County Fund balance for the year			-1.9

The adjustments between accounting basis and funding basis are those items that regulations require to be added to or removed from the surplus/deficit on provision of services to determine the amount chargeable against the County Fund balance (i.e. to Council Tax).

County Fund Balance	£m
Balance at start of year (1 April 2018)	25.7
Restatement for IFRS 9 Transition	0.4
Increase in year	1.9
Balance at end of year (31 March 2019)	28.0

Our Council Tax Funding

This graph shows how much Council Tax for County Council services was charged for each property band in 2017/18 and 2018/19. Band D Council Tax increased by 5.99% compared to 2017/18, 2.99% relating to the general council tax and 3% for the Adult Social Care precept.



Band	A	B	C	D	E	F	G	H
2018/19	£950.79	£1,109.26	£1,267.72	£1,426.19	£1,743.12	£2,060.05	£2,376.98	£2,852.38
2017/18	£897.06	£1,046.57	£1,196.08	£1,345.59	£1,644.61	£1,943.63	£2,242.65	£2,691.18

Capital Investment

We also spent money on improving the council's assets...

Spending...	£m	Paid for by...	£m
Children's and education services	17.9	Grants & contributions	100.9
Environment, roads and transport	57.1	Borrowing	0.2
Adult Services	6.0	Revenue	1.4
Local Growth Fund, technology and other investment	21.5	Capital Receipts	0.0
	102.5		102.5

Some of the larger capital schemes that have benefited the community include:

Bloxham, Warriner School	£1.9m
Faringdon Community College	£2.3m
East Hanney, St James	£1.5m
Eastern Arc Phase 1 Access Headington	£6.1m
Better Care Fund – Disabled Facilities Grant	£5.4m
Housing and Growth Deal – Affordable Housing	£6.7m
Oxford Science Transit Phase 2	£1.8m
Kennington Railway Bridge	£1.2m
Didcot Station Car Park Expansion	£2.2m
Broadband Project	£3.1m
Oxford Flood Relief Scheme	£5.3m

Summarised Balance Sheet as at 31 March 2019

The balance sheet shows the Council's financial position at 31 March 2019, the end of the 2018/19 financial year. It is a snapshot of what we own, what we owe and how this is funded. The balance sheet includes the council's estimated pensions' liabilities as at 31 March 2019. This is a snapshot position and is likely to fluctuate year on year.

Net Assets:	£m	Financed by:	£m
Long-term assets	1,177.4	Earmarked Reserves	92.3
Cash and short-term investments	395.1	Other usable reserves	132.6
Money owed to the Council	71.5	Unusable reserves	-338.2
Money owed by the Council	-130.8		
Borrowing	-348.5		
Pensions and other liabilities	-1,147.9		
Capital grants and contributions	-130.2		
Total assets less total liabilities	-113.3	Net Liabilities	-113.3

Earmarked Reserves

The Council's earmarked reserves that have been set aside for agreed purposes and are available to be spent in future years as at 31 March 2019 are as follows:

	2017/18 £m	2018/19 £m
Schools	15.2	17.3
Capital investment	31.3	31.2
Insurance	8.5	10.6
Budget Prioritisation	17.0	4.6
Grants and Contributions	13.5	15.0
Other reserves	11.1	13.6
	96.6	92.3

Other Usable Reserves

The Council's other usable reserves as at 31 March 2019 are as follows:

	2017/18 £m	2018/19 £m
County Fund balance	25.7	28.0
Capital investment balances	70.7	104.6
	96.4	132.6

Cash Flow

The cash flow summary shows the total cash inflows and outflows during the year and includes both capital and revenue transactions

	£m
Cash in hand at 1 April 2018	24.7
Net Movement	9.6
Cash in hand at 31 March 2019	34.3

The Outlook

The 2019/20 budget and Medium Term Financial Plan to 2022/23 agreed by Council on 12 February 2019 addresses the demand pressures on the Council that are expected to continue into the medium term, including providing an additional £8.6m to address the pressure from 2018/19 and allow for the 10% growth in the number of looked after children.

Savings of £63.7m need to be delivered up to 2022/23 of which £44.8m will come from transformation. The risks in the budget largely in relate to the demand led budgets in particular children's social care. There is also a range of pressures and uncertainties in adult social care, particularly in relation to growing demand and the potential consequences of pressures on the health system. To help mitigate these risks, a contingency budget of £7.6m has been built into 2019/20, which will provide some degree of a safety net.

The Level of the Council's total reserves is sufficient to provide both general balances to manage the impact of unexpected events in line with the risk assessment and the setting aside of earmarked reserves to meet known or anticipated liabilities.

Oxfordshire County Council Pension Fund

The County Council is the administering authority for the Oxfordshire Local Government Pension Fund.

Fund Summary at 31 March 2019	
	£m
Opening net assets at 1 April	2,355.3
Net expenditure from dealings with fund members	-5.7
Net returns on investments	165.1
Closing net assets at 31 March 2019	2,514.7

Net Assets Statement at 31 March 2019	
	£m
Net value of investments	2,355.3
Net money owed to the pension fund	86.9
Long Term Assets	4.5
Net assets of the pension fund at 31 March 2019	2,514.7

There were 20,291 contributing members to the fund at 31 March 2019, and 15,798 pensions were paid. Contribution rates for 2018/19 were based on the valuation of the Scheme's financial position as at 31 March 2016.

Pension Fund Annual Report

The Pension Fund annual report can be downloaded from the County Council's website at: www.oxfordshire.gov.uk.

Firefighters Pension Fund

Separate fire-fighters pension fund accounts are included in the County Council's Statement of Accounts. The scheme has no assets and the surplus or deficit on the pension fund account is paid to/met by central government.

Status of Accounts

The County Council's accounts are prepared in accordance with the Code of Practice on Local Authority Accounting. This summary is taken from the draft Statement of Accounts authorised for issue on 31 May 2019 which are subject to audit.

What do you think?

If you have any questions or suggestions as to how we could improve these summary accounts, please send them to accounts@oxfordshire.gov.uk.

Glossary of Terms

Asset	Something the County Council owns and can be either long term or current.
Balance Sheet	A statement summarising the County Council's financial position at the end of an accounting period. The statement shows the County Council's assets and liabilities.
Capital Asset	A tangible asset that yields benefit to the County Council and the services it provides for a period of more than one year.
Capital Expenditure	Expenditure on the provision of lasting assets, for example land, buildings, road, vehicles and equipment such as computers.
Capital Investment	Investment in assets that will be used for more than one year, e.g. buildings or roads.
Capital Investment Balances	Capital grants and contributions and capital receipts reserves that will be used to fund capital expenditure in future years.
Capital Receipts	Receipts from the sale of capital assets.
Cash Flow	The movement of money into or out of the County Council during the year.
County Fund	The main revenue fund of the County Council into which Council Tax income and Government grants are paid and from which day-to-day payments are made.
Financial Year	The County Council's accounts cover the period from 1 April in one year to 31 March in the next year.
Financing and Investment Income and Expenditure	This mainly comprises interest charges, for example on borrowing, and interest earned on investments.
General Revenue Government Grants	These are general grants paid by central government in aid of local authority services as opposed to specific grants which may only be used for a specific purpose. The main general grant is Revenue Support Grant.
Liabilities	Amounts owed by the County Council which will be paid some time in the future.
Long Term Assets	Capital assets, long-term investments and money owed to the Council over the long-term.
Non- Domestic Rate	A levy on businesses based on a national rate in the pound set by the government multiplied by the 'rateable value' of the premises they occupy.
Net Operating Expenditure	The amount which it costs to provide services after any specific grants and/or income from fees and charges is taken into account, but ignoring general government grant and local taxation.
Non-specific Grant Income	Grant income from general revenue government grants and capital grants and contributions.
Provision	An amount of money put aside in the accounts for anticipated liabilities, which cannot be accurately estimated e.g. insurance provision for claims awaiting resolution.
Reserves	Amounts of money put aside to meet certain categories of expenditure in order to avoid fluctuations in the charge to the County Fund.
Revenue Expenditure	The County Council's day-to-day expenditure on items which include wages, supplies and services and interest charges.
Specific Grants	Grants paid by the government towards either revenue or capital to support the cost of specific services.
Unusable Reserves	Reserves that cannot be used to provide services, for example reserves that hold increases in the value of assets that will not be realised until the assets are sold. Unusable reserves also include those reserves that reflect timing differences between expenditure being recognised in the accounts and when it must be funded.

Statement of Accounts 2018/19

Annex 3

Adjusted Differences to the Unaudited Statement of Accounts 2018/19

During the course of the audit it is normal for amendments to be made to the unaudited accounts to make corrections identified by management or to address issues raised by the external audit.

The following amendments have been made relating to technical adjustments:

- **IAS 19 – McCloud/Sargeant Ruling and Guaranteed Minimum Pension (GMP)**

McCloud/Sargeant ruling

When the LGPS benefit structure was reformed in 2014, transitional protections were applied to certain older members close to normal retirement age. The benefits accrued from 1 April 2014 by these members are subject to an ‘underpin’ which means that they cannot be lower than what they would have received under the previous benefit structure. The underpin ensures that these members do not lose out from the introduction of the new scheme, by effectively giving them the better of the benefits from the old and new schemes.

In December 2018 the Court of Appeal upheld a ruling (“McCloud/Sargeant”) that similar transitional protections in the Judges’ and Firefighters’ Pension Schemes were unlawful on the grounds of age discrimination. The implications of the ruling are expected to apply to the LGPS (and other public service schemes) as well.

The draft unaudited accounts were published on 31 May and did not take the ruling into account due to the uncertainty about its impact. However, the UK Government was refused leave to appeal to the Supreme Court at the end of June, making it more certain that the judgement will have an impact.

Quantifying the impact of the judgement at this stage is very difficult because it will depend on the compensation awarded, members’ future salary increases, length of service and retirement age, and whether (and when) members withdraw from active service. Salary increases in particular can vary significantly from year to year and from member to member depending on factors such as budget restraint, job performance and career progression. The Government Actuary’s Department (GAD) has estimated that the impact for the LGPS as a whole could be to increase active member liabilities by 3.2%, based on a given set of actuarial assumptions. A full description of the data, methodology and assumptions underlying these estimates is given in GAD’s paper, dated 10 June 2019.

Following the refusal to appeal, the actuary was instructed to recalculate the estimate net pension liability. The actuary has adjusted GAD’s estimate to better reflect Council Pension Fund’s local assumptions, particularly salary increases and

withdrawal rates. The revised estimate as it applies to the Council is that total liabilities (i.e. the increase in active members' liabilities expressed in terms of the employer's total membership) could be 0.73% higher as at 31 March 2019, an increase of approximately £14.4m. The recalculation has also been completed for the Fire Fighters Pension Scheme. This is expected to have an impact of 3.7%, an increase of £9.8m.

These numbers are high level estimates based on scheme level calculations and depend on several key assumptions.

The impact on employers' funding arrangements will likely be dampened by the funding arrangements they have in place. However, if the judgement is upheld then there will be unavoidable upward pressure on contributions in future years.

Guaranteed Minimum Pension

There is also uncertainty regarding the impact of Guaranteed Minimum Pension (GMP) requirements. This arises where a pension scheme was 'contracted out' of additional state pension arrangements. If the contracted out pensions benefits are less than the pensioner would have received if the contracting out had not applied the pension scheme would be required to increase the pension paid to reach the GMP.

The UK government website states that :

"Defined benefit pensions schemes that were Contracted-out Salary Related (COSR) schemes before contracting-out ended on 6 April 2016 need to provide a Guaranteed Minimum Pension (GMP) to members for contracted-out service between 6 April 1978 and 5 April 1997. The GMP is payable at age 60 for a woman and at age 65 for a man."

The GMP will be recognised at a 'past service cost'. At the point of publishing the draft unaudited accounts the actuary considered that there was too much uncertainty to assess when the 'past service cost' will be triggered and how material any impact would be. This remains the case for the Fire Fighters Pension Fund Accounts. However, the actuary has been able to determine that all GMP increases have already been valued within the liabilities for the LGPS and do not require any further adjustments. As such, there will be no additional charge to the LGPS relating to GMP.

- **IFRS 9 – Designation of Strategic Pooled Funds on transition**

The adoption of IFRS 9 in the 2018/19 Code of Practice has required the Council to revise the classification. During the audit the Council has been engaged in technical discussions with the auditors regarding the classification of the Council's investments in Strategic Pooled Funds.

The draft unaudited accounts were completed on the basis that these funds could be designated as 'Fair Value Through Other Comprehensive Income'. This accounting

treatment allowed the Council to take movements in fair value to an unusable reserve and insulate the General Fund from these movements, with gains or losses recycled to the Comprehensive Income and Expenditure Statement on disposal.

However, it has now been agreed to account for these investments at Fair Value Through Profit and Loss and a statutory override, which came into force on 19 December 2019, will be utilised to insulate the General Fund from movements. The statutory override allows the Council to establish an account that can be charged and used solely for the purpose of recognising fair value gains and losses. This account is an unusable reserve called the 'Pooled Fund Adjustment Account'.

The statutory override is in place until 31 March 2023. The government has promised to consult on a possible extension prior to the existing provision coming to an end.

At 31 March 2019, the Council has investments of £101m in Strategic Pooled Funds.

- **REFCUS Accounting Policy**

During the course of the audit, it has also been identified that the Council's policy on the treatment of capital grants used to fund REFCUS is inconsistent with the guidance notes to the Code of Practice.

Original accounting policy:

“Capital grants and contributions used to finance Revenue Expenditure Funded from Capital Under Statute are accounted for in the same way as other capital grants and contributions i.e. credited to the Taxation and Non-Specific Grant Income line when there are no outstanding conditions and transferred/applied in the same way through the Movement in Reserves Statement.”

Code of Practice on Local Authority Accounting, Guidance Notes for Practitioners 2018/19 Accounts:

“Any grants receivable by an authority that are applied to revenue expenditure funded from capital under statute will be accounted for as revenue grants in the Comprehensive Income and Expenditure Statement, even if described as capital grants by the giver of the grant.”

The accounting policy has been amended to reflect this and the entries in the 2018/19 accounts have also been amended to apply the new accounting policy.

The code requires that a change in accounting policy is applied retrospectively, i.e. that adjustments are made 'to clear the effects of the previous accounting policy'.

This has required the 2017/18 comparative figures to be restated in the CIES, EFA, Note 4. Adjustments in the EFA, Note 19. Taxation and non-specific grant income and Note 20. Grants.

- **Other Changes**

There have also been other minor amendments to the disclosure notes to improve presentation or clarity.

xx July 2019

Janet Dawson
Ernst & Young
Apex Plaza
Forbury Road
Reading
RG1 1YE

Dear Janet

This letter of representations is provided in connection with your audit of the financial statements of Oxfordshire County Council (“the Council”) for the year ended 31 March 2019. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the financial statements give a true and fair view of the Council financial position of Oxfordshire County Council as of 31 March 2019 and of its income and expenditure for the year then ended in accordance with CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.

We understand that the purpose of your audit of our financial statements is to express an opinion thereon and that your audit was conducted in accordance with International Standards on Auditing (UK and Ireland), which involves an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose - all fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

A. Financial Statements and Financial Records

1. We have fulfilled our responsibilities, under the relevant statutory authorities, for the preparation of the financial statements in accordance with the Accounts and Audit Regulations 2015 and CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.
2. We acknowledge, as members of management of the Council, our responsibility for the fair presentation of the financial statements. We believe the financial statements referred to above give a true and fair view of the financial position, financial performance (or results of operations) and cash flows of the Council in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19. We have approved the financial statements.
3. The significant accounting policies adopted in the preparation of the financial statements are appropriately described in the financial statements.

4. As members of management of the Council, we believe that the Council has a system of internal controls adequate to enable the preparation of accurate financial statements in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, that are free from material misstatement, whether due to fraud or error.
5. We believe that the effects of any unadjusted audit differences, summarised in the accompanying schedule, accumulated by you during the current audit and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

B. Non-compliance with law and regulations, including fraud

6. We acknowledge that we are responsible to determine that the Council's activities are conducted in accordance with laws and regulations and that we are responsible to identify and address any non-compliance with applicable laws and regulations, including fraud.
7. We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud.
8. 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.
9. We have disclosed to you, and provided you full access to information and any internal investigations relating to, all instances of identified or suspected non-compliance with law and regulations, including fraud, known to us that may have affected the Group or Council (regardless of the source or form and including, without limitation, allegations by "whistleblowers") including non-compliance matters:
 - involving financial statements;
 - related to laws and regulations that have a direct effect on the determination of material amounts and disclosures in the consolidated or Council's financial statements;
 - related to laws and regulations that have an indirect effect on amounts and disclosures in the financial statements, but compliance with which may be fundamental to the operations of the Group or Council's activities, its ability to continue to operate, or to avoid material penalties;
 - involving management, or employees who have significant roles in internal controls, or others; or
 - in relation to any allegations of fraud, suspected fraud or other non-compliance with laws and regulations communicated by employees, former employees, analysts, regulators or others.

C. Information Provided and Completeness of Information and Transactions

10. We have provided you with:

- Access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
11. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
 12. We have made available to you all minutes of the meetings of the Council and its relevant committees (or summaries of actions of recent meetings for which minutes have not yet been prepared) held through the year to the most recent meeting on the following date: 9 July 2019.
 13. We confirm the completeness of information provided regarding the identification of related parties. We have disclosed to you the identity of the Council's related parties and all related party relationships and transactions of which we are aware, including sales, purchases, loans, transfers of assets, liabilities and services, leasing arrangements, guarantees, non-monetary transactions and transactions for no consideration for the period ended, as well as related balances due to or from such parties at the [period] end. These transactions have been appropriately accounted for and disclosed in the financial statements.
 14. We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
 15. We have disclosed to you, and 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, including all covenants, conditions or other requirements of all outstanding debt.

D. Liabilities and Contingencies

16. All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial statements.
17. We have informed you of all outstanding and possible litigation and claims, whether or not they have been discussed with legal counsel.
18. We have recorded and/or disclosed, as appropriate, all liabilities related litigation and claims, both actual and contingent, and have disclosed in the financial statements all guarantees that we have given to third parties.

E. Subsequent Events

19. Other than described in the financial statements, there have been no events

subsequent to period end which require adjustment of or disclosure in the financial statements or notes thereto.

F. Reserves

20. We have properly recorded or disclosed in the financial statements the useable and unusable reserves.

G. Contingent Liabilities

21. We are unaware of any violations or possible violations of laws or regulations the effects of which should be considered for disclosure in the consolidated and council financial statements or as the basis of recording a contingent loss (other than those disclosed or accrued in the consolidated and council financial statements).

H. Use of the Work of a Specialist

22. We agree with the findings of the specialists that we engaged to evaluate the valuation of Property, Plant and Equipment, the IAS 19 actuarial valuations of pension fund liabilities and have adequately considered the qualifications of the specialists in determining the amounts and disclosures included in the financial statements and the underlying accounting records. We did not give or cause any instructions to be given to the specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an effect on the independence or objectivity of the specialists.

I. PPE Valuations and Pensions Liability Estimates

23. We believe that the measurement processes, including related assumptions and models, used to determine the accounting estimate(s) have been consistently applied and are appropriate in the context of the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.
24. We confirm that the significant assumptions used in making the estimates for PPE Valuations and Pensions Liability appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity.
25. We confirm that the disclosures made in the consolidated and council financial statements with respect to the accounting estimates are complete and made in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.
26. We confirm that no adjustments are required to the accounting estimates and disclosures in the consolidated and council financial statements due to subsequent events.

J. Retirement benefits

27. On the basis of the process established by us and having made appropriate enquiries, we are satisfied that the actuarial assumptions underlying the scheme liabilities are consistent with our knowledge of the business. All significant retirement benefits and all settlements and curtailments have been identified and properly accounted for.

Yours faithfully,

Director of Finance

Chairman of the Audit and Governance Committee

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Ernst & Young
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Forbury Road
Reading
RG1 1YE

Oxfordshire County Council
County Hall
New Road
OXFORD, OX1 1ND

Telephone: 01865 792422
Fax: 01865 726155

Yvonne Rees
Chief Executive

Date: xx July 2019

This matter is being dealt with by Sean Collins
Email: sean.collins@oxfordshire.gov.uk

Direct Line: 07554 103465
Fax: 01865 783358

Dear Sirs

This letter of representations is provided in connection with your audit of the financial statements of Oxfordshire Pension Fund ("the Fund") for the year ended 31 March 2019. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the financial statements give a true and fair view of the financial transactions of the Fund during the period from 1 April 2018 to 31 March 2019 and of the amount and disposition of the Fund's assets and liabilities as at 31 March 2019, other than liabilities to pay pensions and benefits after the end of the period, have been properly prepared in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.

We understand that the purpose of your audit of the Fund's financial statements is to express an opinion thereon and that your audit was conducted in accordance with International Standards on Auditing (UK), which involves an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose - all fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

A. Financial Statements and Financial Records

1. We have fulfilled our responsibilities, under the relevant statutory authorities, for the preparation of the financial statements in accordance with [the Accounts and Audit Regulations 2015 and CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.
2. We confirm that the Fund is a Registered Pension Scheme. We are not aware of any reason why the tax status of the scheme should change.
3. We acknowledge, as members of management of the Fund, our responsibility for the fair presentation of the financial statements. We believe the financial statements referred to above give a true and fair view of the financial position and the financial performance of the Fund in

accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, and are free of material misstatements, including omissions. We have approved the financial statements.

4. The significant accounting policies adopted in the preparation of the financial statements are appropriately described in the financial statements.
5. As members of management of the Fund, we believe that the Fund has a system of internal controls adequate to enable the preparation of accurate financial statements in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 that are free from material misstatement, whether due to fraud or error.
6. There are no unadjusted audit differences identified during the current audit and pertaining to the latest period presented.

B. Non-compliance with laws and regulations including fraud

1. We acknowledge that we are responsible to determine that the Fund's activities are conducted in accordance with laws and regulations and that we are responsible to identify and address any non-compliance with applicable laws and regulations, including fraud.
2. We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud.
3. 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.
4. We have reported to the Pensions Regulator that the scheme breached the regulatory requirement to issue annual benefits statements to all scheme members by 31 August 2017. An action plan has been agreed with the Regulator.
5. We have drawn to your attention all correspondence and notes of meetings with regulators.
6. We have disclosed to you, and provided you full access to information and any internal investigations relating to, all instances of identified or suspected non-compliance with laws and regulations, including fraud, known to us that may have affected the Fund Scheme (regardless of the source or form and including, without limitation, allegations by "whistleblowers") including non-compliance matters:
 - Involving financial improprieties;
 - Related to laws and regulations that have a direct effect on the determination of material amounts and disclosures in the Fund's financial statements;
 - Related to laws and regulations that have an indirect effect on amounts and disclosures in the financial statements, but compliance with which may be fundamental to the operations of the Fund, its ability to continue, or to avoid material penalties;
 - Involving management, or employees who have significant roles in internal control, or others; or
 - In relation to any allegations of fraud, suspected fraud or other non-compliance with laws and regulations communicated by employees, former employees, analysts, regulators or others.

C. Information Provided and Completeness of Information and Transactions

1. We have provided you with:

¹ ISA (UK) 240.39(c),(d), and ISA (UK) 250A.16

- Access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters.
 - Additional information that you have requested from us for the purpose of the audit.
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
2. You have been informed of all changes to the Fund rules.
 3. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
 4. We have made available to you all minutes of the meetings of members of the management of the Fund and committees of members of the management of the Fund (or summaries of actions of recent meetings for which minutes have not yet been prepared) held through the period to the most recent meeting on the following date: 17 June 2019.
 5. We confirm the completeness of information provided regarding the identification of related parties. We have disclosed to you the identity of the Fund's related parties and all related party relationships and transactions of which we are aware, including sales, purchases, loans, transfers of assets, liabilities and services, leasing arrangements, guarantees, non-monetary transactions and transactions for no consideration for the period ended, as well as related balances due to or from such parties at the year end. These transactions have been appropriately accounted for and disclosed in the financial statements.
 6. We confirm the completeness of information provided regarding annuities held in the name of the members of the management of the Fund.
 7. We have disclosed to you, and the Fund has complied with, all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.
 8. No transactions have been made which are not in the interests of the Fund members or the Fund during the fund year or subsequently.
 9. We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

D. Liabilities and Contingencies

1. All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial statements.
2. We have informed you of all outstanding and possible litigation and claims, whether or not they have been discussed with legal counsel.
3. We have recorded and/or disclosed, as appropriate, all liabilities related litigation and claims, both actual and contingent, and confirm there are no guarantees that we have given to third parties.

E. Subsequent Events

1. There have been no events subsequent to period end which require adjustment of or disclosure in the financial statements or notes thereto.

F. Other information

1. We acknowledge our responsibility for the preparation of the other information. The other information comprises the Annual Report.

2. We confirm that the content contained within the other information is consistent with the financial statements.

G. Independence

1. We confirm that, under section 27 of the Pensions Act 1995, no members of the management of the Fund] of the Scheme is connected with, or is an associate of, Ernst & Young LLP which would render Ernst & Young LLP ineligible to act as auditor to the Scheme.

H. Derivative Financial Instruments

1. We confirm that all investments in derivative financial instruments have been made after due consideration by the members of the management of the Fund of the limitations in their use imposed by The LGPS Management and Investment of Funds Regulations 2016. The Fund's Investment Strategy Statement has been duly reviewed to ensure that such investments comply with any limitations imposed by its provisions. The financial statements disclose all transactions in derivative financial instruments that have been entered into during the period, those still held by the [members of the management of the Fund] at the Fund's year end and the terms and conditions relating thereto.
2. Management has duly considered and deemed as appropriate the assumptions and methodologies used in the valuation of 'over the counter' derivative financial instruments which the Fund is holding, and these have been communicated to you.

I. Pooling investments, including the use of collective investment vehicles and shared services

1. We confirm that all investments in pooling arrangements, including the use of collective investment vehicles and shared services, meet the criteria set out in the November 2015 investment reform and criteria guidance and that the requirements of the LGPS Management and Investment of Funds Regulations 2016 in respect of these investments has been followed.

J. Actuarial valuation

1. The latest report of the actuary Hymans Robertson as at 31 March 2016 and dated 31 March 2017 has been provided to you. To the best of our knowledge and belief we confirm that the information supplied by us to the actuary was true and that no significant information was omitted which may have a bearing on his report.

K. Use of the Work of a Specialist

1. We agree with the findings of the specialists that we have engaged to value the investments held by the Fund and have adequately considered the qualifications of the specialists in determining the amounts and disclosures included in the financial statements and the underlying accounting records. We did not give or cause any instructions to be given to the specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an effect on the independence or objectivity of the specialists.

Yours faithfully,

Director of Finance

Chairman of the Audit and Governance Committee

Oxfordshire County
Council
Draft audit results
report

Year ended 31 March 2019

17 July 2019

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EY

Building a better
working world

Agenda Item 10



Private and Confidential

17 July 2019

Dear Audit and Governance Committee Members

We are pleased to attach our audit results report for the forthcoming meeting of the Audit and Governance Committee. This report summarises our preliminary audit conclusion in relation to the audit of Oxfordshire County Council for 2018/19. We have substantially completed our audit of Oxfordshire County Council for the year ended 31 March 2019.

Subject to concluding the outstanding matters listed in our report, we confirm that we expect to issue an unqualified audit opinion on the financial statements in the form that appears in section 3, before the statutory deadline of 31 July 2019. We also have no matters to report on your arrangements to secure economy, efficiency and effectiveness in your use of resources.

This report is intended solely for the use of the Audit and Governance Committee, other members of the Authority, and senior management. It should not be used for any other purpose or given to any other party without obtaining our written consent.

We would like to thank your staff for their help during the engagement.

We welcome the opportunity to discuss the contents of this report with you at the Audit and Governance Committee meeting on 17 July 2019.

Yours faithfully

Janet Dawson

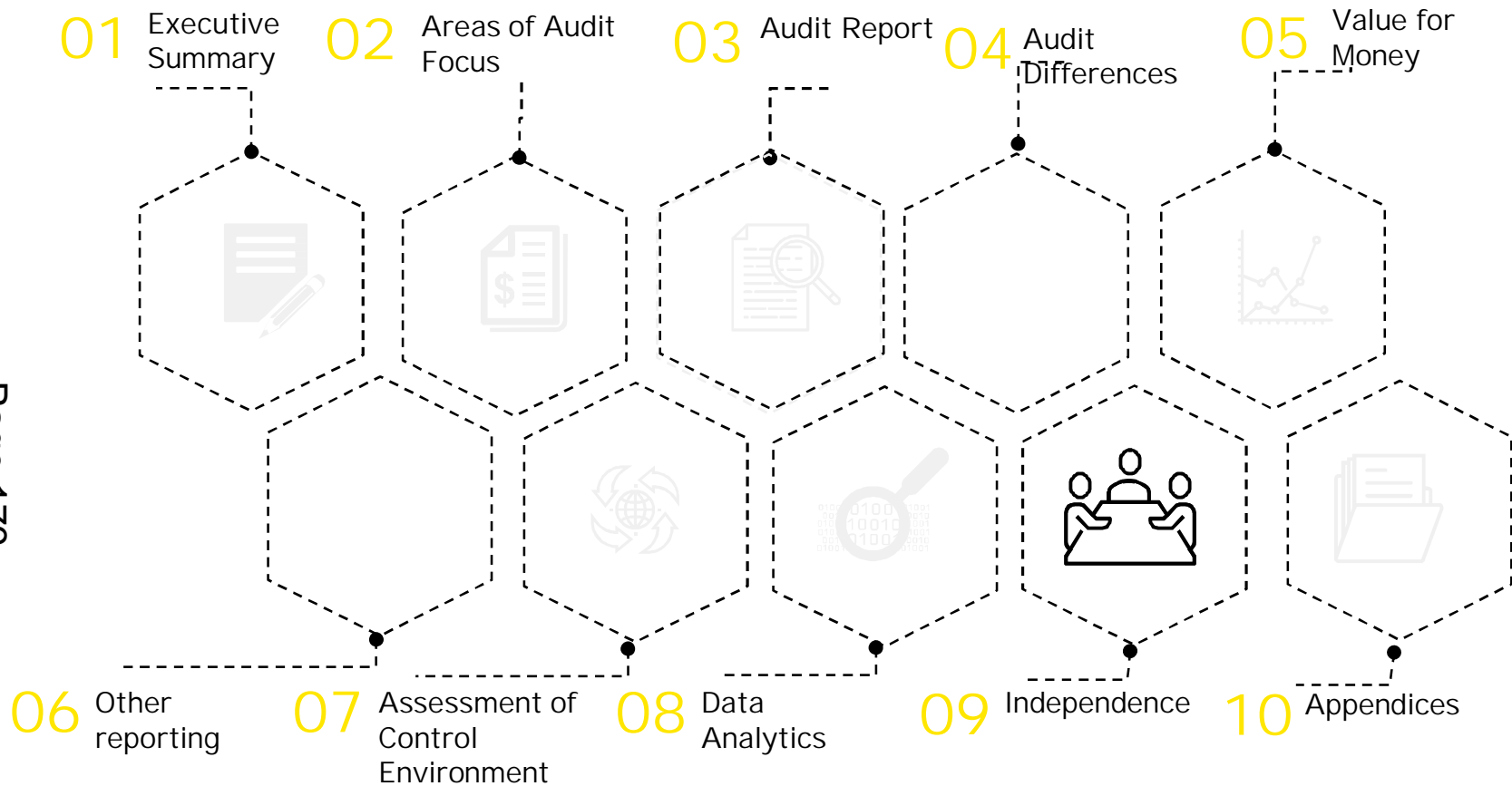
Partner

For and on behalf of Ernst & Young LLP

Encl

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Public Sector Audit Appointments Ltd (PSAA) have issued a 'Statement of responsibilities of auditors and audited bodies'. It is available from the Chief Executive of each audited body and via the PSAA website (www.psaa.co.uk). This Statement of responsibilities serves as the formal terms of engagement between appointed auditors and audited bodies. It summarises where the different responsibilities of auditors and audited bodies begin and end, and what is to be expected of the audited body in certain areas.

The 'Terms of Appointment (updated April 2018)' issued by PSAA sets out additional requirements with which auditors must comply, over and above those set out in the National Audit Office Code of Audit Practice (the Code) and statute, and covers matters of practice and procedure which are of a recurring nature. This report is prepared in the context of the Statement of responsibilities. It is addressed to the Members of the audited body, and is prepared for their sole use. We, as appointed auditor, take no responsibility to any third party.

Our Complaints Procedure – If at any time you would like to discuss with us how our service to you could be improved, or if you are dissatisfied with the service you are receiving, you may take the issue up with your usual partner or director contact. If you prefer an alternative route, please contact Steve Varley, our Managing Partner, 1 More London Place, London SE1 2AF. We undertake to look into any complaint carefully and promptly and to do all we can to explain the position to you. Should you remain dissatisfied with any aspect of our service, you may of course take matters up with our professional institute. We can provide further information on how you may contact our professional institute.



01 - Executive Summary

Scope update

In our audit planning report tabled at the 9 January Audit and Governance Committee meeting, we provided you with an overview of our audit scope and approach for the audit of the financial statements.

We updated our planning materiality assessment using the draft consolidated results and have also reconsidered our risk assessment. Based on our materiality measure of gross expenditure on provision of services, we have updated our overall materiality assessment to £18.7m (Audit Planning Report – £17.4m). This results in updated performance materiality, at 2% of overall materiality, of £14m, and an updated threshold for reporting misstatements of £0.937m.

During the year Janet Dawson replaced Paul King as the Key Audit Partner, as Paul left EY.

A summary of our approach to the audit of the balance sheet including any changes from the prior year audit is included in Appendix A.



01 - Executive Summary

Status of the audit

We have substantially completed our fieldwork for the audit of Oxfordshire County Council's financial statements for the year ended 31 March 2019 and have performed the procedures outlined in our audit planning report. Subject to satisfactory completion of the outstanding items listed at Appendix C, we expect to issue an unqualified opinion on the Authority's financial statements in the form which appears at Section 3. However until work is complete, further amendments may arise.

Audit differences

At the time of writing, we have not yet identified any unadjusted audit differences in the draft financial statements which management has chosen not to adjust.

If we identify any, we will ask for them to be corrected or a rationale given as to why they are not corrected, which is approved by the Audit and Governance Committee and included in the Letter of Representation. We will set out the aggregated impact of unadjusted audit differences and whether we agree with management's assessment that the impact is not material.

We have identified some minor disclosures which have been adjusted by management. Details can be found in Section 4 Audit Differences.



01 - Executive Summary

Objections – delete if not applicable

We have received no objections to the 2018/19 accounts from members of the public.

We have continued to consider the objections and questions from the public raised in previous years.

In 2015/16 an objection was made to the Statement of Accounts about the Council's Lender Option Borrower Option (LOBO) loans, as set out in our 2015/16 Audit Results Report. We prepared a statement of reasons supporting our determination of the objection and can now sign the certificate for the 2015/16 audit.

In 2016/17 an objection was made to the Pension Fund accounts on the grounds that, in the view of the elector, the Pension Fund Committee had failed to manage the risk posed by the Fund's investments in fossil fuels actively. We made enquiries of the Council and considered the information provided in response. We have drafted a response which we will share with the objector. We are of the view that there is no impact on the Statement of Accounts.

In 2017/18, a member of the public raised a query about the Council's charging for DIY waste, and we responded on the issue. The member of the public has raised the same query in 2018/19. We are revisiting the response in the light of this further query.

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Areas of audit focus

Our Audit Planning Report identified key areas of focus for our audit of Oxfordshire County Council's financial statements. This report sets out our observations and conclusions, including our views on areas which might be conservative, and where there is potential risk and exposure. We summarise our consideration of these matters, and any others identified, in the "Key Audit Issues" section of this report.

We ask you to review these and any other matters in this report to ensure:

- There are no other considerations or matters which could have an impact on these issues
- You agree with the resolution of the issue
- There are no other significant issues to be considered.

There are no matters, apart from those reported by management or disclosed in this report, which we believe should be brought to the attention of the Audit and Governance Committee.



01 - Executive Summary

Control observations

We have not identified any significant deficiencies in the design or operation of an internal control that might result in a material misstatement in your financial statements and which is unknown to you.

Value for money

We have considered your arrangements to take informed decisions; deploy resources in a sustainable manner; and work with partners and other third parties. In our Audit Planning Report we identified no significant risks.

We have no matters to report about your arrangements to secure economy efficiency and effectiveness in your use of resources.

Other reporting issues

We have reviewed the information presented in the Annual Governance Statement for consistency with our knowledge of the Authority. We have no matters to report as a result of this work.

We plan to perform the procedures required by the National Audit Office (NAO) on the Whole of Government Accounts submission once we have completed the audit of the financial statements. The deadline for reporting to the NAO is now 13 September.

Independence

Please refer to Section 9 for our update on Independence.

Significant risk

Misstatements due to fraud or error

What is the risk?

The financial statements as a whole are not free of material misstatements whether caused by fraud or error.

As identified in ISA (UK) 240, management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records directly or indirectly and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. We identify and respond to this fraud risk on every audit engagement.

We have not identified a heightened risk of management override overall, but we have identified a specific area where management override might occur: the quantification of amounts owed to and from Carillion. Our specific response to this risk is set out in the next slide.

What judgements are we focused on?

We have considered the risk of management override and the areas of the financial statements that may be most susceptible to this risk. We have concluded that the judgements we are focused on are items of non-routine income and expenditure involving management estimation and judgement, rather than transactions created through routine invoicing processes.

Our work on the risk of management override therefore focused on reviewing manual journal entries through using our data analytics tools, as this is how management would most easily be able to manipulate accounting records.

What did we do?

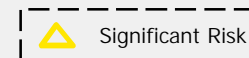
- Identified fraud risks during the planning stages.
- Asked management about risks of fraud and the controls put in place to address those risks.
- Understood the oversight given by those charged with governance of management's processes over fraud.
- Considered the effectiveness of management's controls designed to address the risk of fraud.
- Determined an appropriate strategy to address those identified risks of fraud.
- Performed mandatory procedures regardless of specifically identified fraud risks, including testing of journal entries and other adjustments in the preparation of the financial statements.

What are our conclusions?

We have not identified any material weaknesses in controls or evidence of material management override.

We have not identified any instances of inappropriate judgements being applied.

We did not identify any other transactions during our audit which appeared unusual or outside the Authority's normal course of business.





02 - Areas of Audit Focus

Significant risk

Risk of fraud in quantification of amounts owed to/from Carillion

What is the risk?

The County Council had a 10 year contract with Carillion running from 2012 to 2022. A significant portion of this was terminated with the mutual consent of both parties in December 2017 before Carillion's collapse in January 2018. The County Council have planned their response to this in four stages:

Stage 1 - transition of services back to the Council from Carillion

Stage 2 - stabilisation

Stage 3 - assessment of Carillion legacy issues

Stage 4 - implementation of work programme for rectification of defects

The Council were at stage 3 when we drew up our audit planning report.

What judgements are we focused on?

There is ongoing discussion with Carillion's liquidators - PWC - relating to monies PWC claim are owed by the Council .

The Council are simultaneously quantifying the costs of rectifying known defects and estimating the potential for latent defects.

Given the level of estimation involved we have identified that there is a risk that the amounts owed by the Council may be understated and that the amount due to the Council may be overstated,

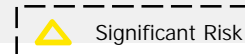
What did we do?

We are currently:

- reviewing the methodology for identifying and quantifying both the known and latent defects.
- assessing the basis of the assessment of the amounts owed to Carillion
- ensuring the subsequent accounting treatment is appropriate

What are our conclusions?

Our work in this area is ongoing and we have queries with officers.



Other areas of audit focus

In our audit planning report we identified other areas of the audit, not classified as significant risks, but still important when considering the risks of material misstatement to the financial statements and disclosures. This means that they are key audit matters.

What is the risk/area of focus?

What will we do?

Valuation of Land and Buildings

The fair value of Property, Plant and Equipment (PPE) and Investment Properties (IP) represent significant balances in the Council's accounts and are subject to valuation changes, impairment reviews and depreciation charges. Management is required to make material judgemental inputs and apply estimation techniques to calculate the year-end balances recorded in the balance sheet.

We:

- considered the work performed by the Council's valuers, including the adequacy of the scope of the work performed, their professional capabilities and the results of their work;
- sample tested key asset information used by the valuers in performing their valuation (e.g. floor plans to support valuations based on price per square metre);
- considered the annual cycle of valuations to ensure that assets have been valued within a 5 year rolling programme as required by the Code for PPE and annually for IP. We also considered if there are any specific changes to assets that have occurred and that these have been communicated to the valuer;
- reviewed assets not subject to valuation in 2018/19 to confirm that the remaining asset base is not materially misstated;
- considered changes to useful economic lives as a result of the most recent valuation; and
- tested that accounting entries have been correctly processed in the financial statements,

Pension Liability Valuation

The Local Authority Accounting Code of Practice and IAS19 require the Council to make extensive disclosures within its financial statements regarding its membership of the Local Government Pension Scheme administered by Oxfordshire County Council.

The Council's pension fund deficit is a material estimated balance and the Code requires that this liability be disclosed on the Council's balance sheet. At 31 March 2019 this came to £1,088 million.

The information disclosed is based on the IAS 19 report issued to the Council by the actuary to the County Council.

Accounting for this scheme involves significant estimation and judgement and therefore management engages an actuary to undertake the calculations on their behalf. ISAs (UK) 500 and 540 require us to undertake procedures on the use of management experts and the assumptions underlying fair value estimates.

We:

- liaised with the auditors of Oxfordshire Pension Fund to obtain assurances over the information supplied to the actuary in relation to Oxfordshire County Council;
- assessed the work of the Pension Fund actuary (Hyman Robertson) including the assumptions they have used by relying on the work of PWC - Consulting Actuaries commissioned by the National Audit Office for all Local Government sector auditors, and considering any relevant reviews by the EY actuarial team; and
- reviewed and tested the accounting entries and disclosures made within the Council's financial statements in relation to IAS19.
- We are also reviewing the implications of the McCloud case as judgement was made at the end of June 2019. The Council is re-running the actuary's report to take account of the McCloud case in the accounts and has agreed to amend when this has been received.

Other areas of audit focus

We have identified other areas of the audit, that have not been classified as significant risks, but are still important when considering the risks of material misstatement to the financial statements and disclosures and therefore may be key audit matters we will include in our audit report.

What is the risk/area of focus?	What will we do?
<p>IFRS 9 financial instruments</p> <p>This new accounting standard is applicable for local authority accounts from the 2018/19 financial year and will change:</p> <ul style="list-style-type: none"> • How financial assets are classified and measured; • How the impairment of financial assets are calculated; and • The disclosure requirements for financial assets. <p>There are transitional arrangements within the standard; and the 2018/19 Cipfa Code of practice on local authority accounting provides guidance on the application of IFRS 9. We are currently in discussion with officers on the appropriate accounting treatment for some equities.</p>	<p>We:</p> <ul style="list-style-type: none"> • assessed the Council's implementation arrangements that should include an impact assessment paper setting out the application of the new standard, transitional adjustments and planned accounting for 2018/19; • considered the classification and valuation of financial instrument assets; • reviewed new expected credit loss model impairment calculations for assets; and • checked additional disclosure requirements.
<p>IFRS 15 Revenue from contracts with customers</p> <p>This new accounting standard is applicable for local authority accounts from the 2018/19 financial year.</p> <p>The key requirements of the standard cover the identification of performance obligations under customer contracts and the linking of income to the meeting of those performance obligations.</p> <p>The 2018/19 Cipfa Code of practice on local authority accounting provides guidance on the application of IFRS 15 and includes a useful flow diagram and commentary on the main sources of LG revenue and how they should be recognised.</p> <p>The impact on local authority accounting is likely to be limited as large revenue streams like council tax, non domestic rates and government grants will be outside the scope of IFRS 15. However where that standard is relevant, the recognition of revenue will change and new disclosure requirements introduced.</p>	<p>We:</p> <ul style="list-style-type: none"> • assessed the authority's implementation arrangements that should include an impact assessment paper setting out the application of the new standard, transitional adjustments and planned accounting for 2018/19. This will include Local Authority Trading Companies consolidated into the Authority's Group Accounts; • considered application to the authority's revenue streams, and where the standard is relevant test to ensure revenue is recognised when (or as) it satisfies a performance obligation; and • checked additional disclosure requirements.

Other areas of audit focus

We have identified other areas of the audit, that have not been classified as significant risks, but are still important when considering the risks of material misstatement to the financial statements and disclosures and therefore may be key audit matters we will include in our audit report.

What will we do?

Brexit

There is continuing uncertainty arising from the potential impact of Brexit. Councils and other bodies should be in a position where they have assessed the possible impact and identified any areas of risk, for example, recruitment and retention, uncertainty over asset values.

We reviewed the Council's impact assessment and scenario planning. We considered them to be reasonable in the light of continued and prolonged uncertainty as to both the date and terms of the UK leaving the European Union.



03 - Audit Report

Draft audit report

Our opinion on the financial statements

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORDSHIRE COUNTY COUNCIL

Opinion

We have audited the financial statements and the firefighters' pension fund financial statements of Oxfordshire County Council for the year ended 31 March 2019 under the Local Audit and Accountability Act 2014. The financial statements comprise the:

- Movement in Reserves Statement,
- Comprehensive Income and Expenditure Statement,
- Balance Sheet,
- Cash Flow Statement,
- Notes 1 to 60 and the Expenditure and Funding Analysis,
- Firefighters' Pension Fund financial statements comprising the Fund Account, the Net Assets Statement and the related notes.

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 2018/19.

In our opinion the financial statements:

- give a true and fair view of the financial position of Oxfordshire County Council as at 31 March 2019 and of its expenditure and income for the year then ended; and
- have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report below. We are independent of Oxfordshire County Council 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 the Comptroller and Auditor General's (C&AG) AGN01, 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.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where: the Director of Finance's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or the Director of Finance has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Authority's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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 Director of Finance 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 this report, we do not express any form of assurance conclusion thereon.



03 - Audit Report

Our opinion on the financial statements

In connection with our audit of the financial statements, 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 or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of the other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Local Audit and Accountability Act 2014

Arrangements to secure economy, efficiency and effectiveness in the use of resources

In our opinion, based on the work undertaken in the course of the audit, having regard to the guidance issued by the Comptroller and Auditor General (C&AG) in November 2017, we are satisfied that, in all significant respects, Oxfordshire County Council put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

Matters on which we report by exception

We report to you if:
in our opinion the annual governance statement is misleading or inconsistent with other information forthcoming from the audit or our knowledge of the Council;
we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014;
we make written recommendations to the audited body under Section 24 of the Local Audit and Accountability Act 2014;
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;
we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014; or
we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014.

We have nothing to report in these respects.

Responsibility of the Director of Finance

As explained more fully in the Statement of the Director of Finance's Responsibilities set out on page 20, the Director of Finance is responsible for the preparation of the Statement of Accounts, which includes the Authority financial statements and the firefighters' pension fund 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 2018/19, and for being satisfied that they give a true and fair view.



03 - Audit Report

Our opinion on the financial statements

In preparing the financial statements, the Director of Finance 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 the Authority either intends to cease operations, or have no realistic alternative but to do so.

The Authority is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

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

Scope of the review of arrangements for securing economy, efficiency and effectiveness in the use of resources

We have undertaken our review in accordance with the Code of Audit Practice, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General (C&AG) in November 2017, as to whether Oxfordshire County Council had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people. The Comptroller and Auditor General determined this criterion as that necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether Oxfordshire County Council put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to form a view on whether, in all significant respects, Oxfordshire County Council had put in place proper arrangements to secure 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 satisfy ourselves that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the National Audit Office (NAO) requires us to report to you our conclusion relating to proper arrangements.

We report if significant matters have come to our attention which prevent us from concluding that the Authority has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.



03 - Audit Report

Our opinion on the financial statements

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.

Delay in certification of completion of the audit

We cannot formally conclude the audit and issue an audit certificate until we have completed the work necessary to conclude the objection to the Council's 2015/16 Statement of Accounts concerning the use of Lender Option Borrower Option (LOBO) loans. It is our view that even if the objection were resolved in the objector's favour, this would not affect the Statement of Accounts. There was also an objection to the 2016/17 Pension Fund accounts. It is our view that even if this objection was resolved in the objector's favour, this would not affect the Statement of Accounts.

In addition, we cannot formally conclude the audit and issue an audit certificate until we have completed the work necessary to issue our assurance statement in respect of the Authority's Whole of Government Accounts consolidation pack. We are satisfied that this work does not have a material effect on the financial statements or on our value for money conclusion.

Use of our report

This report is made solely to the members of Oxfordshire County Council, as a body, in accordance with Part 5 of the Local Audit and Accountability Act 2014 and for no other purpose, as set out in paragraph 43 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. 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.

Janet Dawson (Key Audit Partner)
Ernst & Young LLP (Local Auditor)
London
xx July 2019

The maintenance and integrity of the Oxfordshire County Council web site is the responsibility of the directors; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the web site. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.



04 - Audit Differences

In the normal course of any audit, we identify misstatements between amounts we believe should be recorded in the financial statements and the disclosures and amounts actually recorded. These differences are classified as “known” or “judgemental”. Known differences represent items that can be accurately quantified and relate to a definite set of facts or circumstances. Judgemental differences generally involve estimation and relate to facts or circumstances that are uncertain or open to interpretation.

Summary of adjusted differences

To date we have identified minor disclosure amendments which the Council has made.

There are currently no uncorrected misstatements. We are discussing proposed changes to the financial instruments note with officers.



05 - Value for Money

Background

We are required to consider whether the Council has put in place 'proper arrangements' to secure economy, efficiency and effectiveness on its use of resources. This is known as our value for money conclusion.

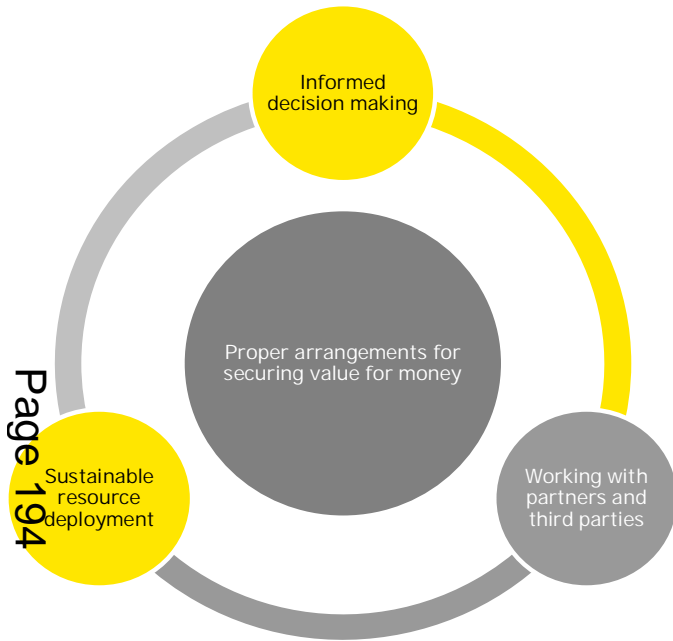
For 2018/19 this is based on the overall evaluation criterion:

"In all significant respects, the audited body had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people"

Proper arrangements are defined by statutory guidance issued by the National Audit Office. They comprise your arrangements to:

- Take informed decisions;
- Deploy resources in a sustainable manner; and
- Work with partners and other third parties.

In considering your proper arrangements, we will draw on the requirements of the CIPFA/SOLACE framework for local government to ensure that our assessment is made against a framework that you are already required to have in place and to report on through documents such as your annual governance statement.



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Overall conclusion

We did not identify any significant risks around these criteria.

We therefore expect having no matters to report about your arrangements to secure economy, efficiency and effectiveness in your use of resources.

Other reporting issues

Consistency of other information published with the financial statements, including the Annual Governance Statement

We must give an opinion on the consistency of the financial and non-financial information in the Statement of Accounts 2018/19 with the audited financial statements.

We must also review the Annual Governance Statement for completeness of disclosures, consistency with other information from our work, and whether it complies with relevant guidance.

Financial information in the Statement of Accounts 2018/19 and published with the financial statements was consistent with the audited financial statements.

We have reviewed the Annual Governance Statement and can confirm it is consistent with other information from our audit of the financial statements and we have no other matters to report.

Whole of Government Accounts

Alongside our work on the financial statements, we also review and report to the National Audit Office on your Whole of Government Accounts return. The extent of our review, and the nature of our report, is specified by the National Audit Office.

We are currently concluding our work in this area and will report any matters arising to the Audit and Governance Committee.

Other reporting issues

Other powers and duties

We have a duty under the Local Audit and Accountability Act 2014 to consider whether to report on any matter that comes to our attention in the course of the audit, either for the Authority to consider it or to bring it to the attention of the public (i.e. “a report in the public interest”). We did not identify any issues which required us to issue a report in the public interest.

We also have a duty to make written recommendations to the Authority, copied to the Secretary of State, and take action in accordance with our responsibilities under the Local Audit and Accountability Act 2014. We did not identify any issues.

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Other matters

As required by ISA (UK&I) 260 and other ISAs specifying communication requirements, we must tell you significant findings from the audit and other matters if they are significant to your oversight of the [Authority]'s financial reporting process. They include the following:

- Significant qualitative aspects of accounting practices including accounting policies, accounting estimates and financial statement disclosures;
- Any significant difficulties encountered during the audit;
- Any significant matters arising from the audit that were discussed with management;
- Written representations we have requested;
- Expected modifications to the audit report;
- Any other matters significant to overseeing the financial reporting process;
- Findings and issues around the opening balance on initial audits (if applicable);
- Related parties;
- External confirmations;
- Going concern;
- Consideration of laws and regulations; and
- Group audits

No significant findings have been made on any of the areas outlined above.



07 - Assessment of Control Environment

Financial controls

It is the responsibility of the Council to develop and implement systems of internal financial control and to put in place proper arrangements to monitor their adequacy and effectiveness in practice. Our responsibility as your auditor is to consider whether the Council has adequate arrangements to satisfy itself that the systems of internal financial control are both adequate and effective in practice.

As part of our audit of the financial statements, we obtained an understanding of internal control sufficient to plan our audit and determine the nature, timing and extent of testing performed.

Although our audit was not designed to express an opinion on the effectiveness of internal control we are required to communicate to you significant deficiencies in internal control.

We have not identified any significant deficiencies in the design or operation of an internal control that might result in a material misstatement in your financial statements of which you are not aware.



08- Use of Data Analytics in the Audit

► Data analytics

Analytics Driven Audit

Data analytics

We used our data analysers to enable us to capture entire populations of your financial data. These analysers:

- help identify specific exceptions and anomalies which can then be the focus of our substantive audit tests; and
- give greater likelihood of identifying errors than traditional, random sampling techniques.

In 2018/19, our use of these analysers in the authority's audit included testing journal entries to identify and focus our testing on those entries we deem to have the highest inherent risk to the audit.

We capture the data through our formal data requests and the data transfer takes place on a secured EY website. These are in line with our EY data protection policies which are designed to protect the confidentiality, integrity and availability of business and personal information.

Journal Entry Analysis

We obtain downloads of all financial ledger transactions posted in the year. We perform completeness analysis over the data, reconciling the sum of transactions to the movement in the trial balances and financial statements to ensure we have captured all data. Our analysers then review and sort transactions, allowing us to more effectively identify and test journals that we consider to be higher risk, as identified in our audit planning report.

Payroll Analysis

We also use our analysers in our payroll testing. We obtain all payroll transactions posted in the year from the payroll system and perform completeness analysis over the data, including reconciling the total amount to the General Ledger trial balance. We then analyse the data against a number of specifically designed procedures. These include analysis of payroll costs by month to identify any variances from established expectations, as well as more detailed transactional interrogation.



Journal Entry Testing

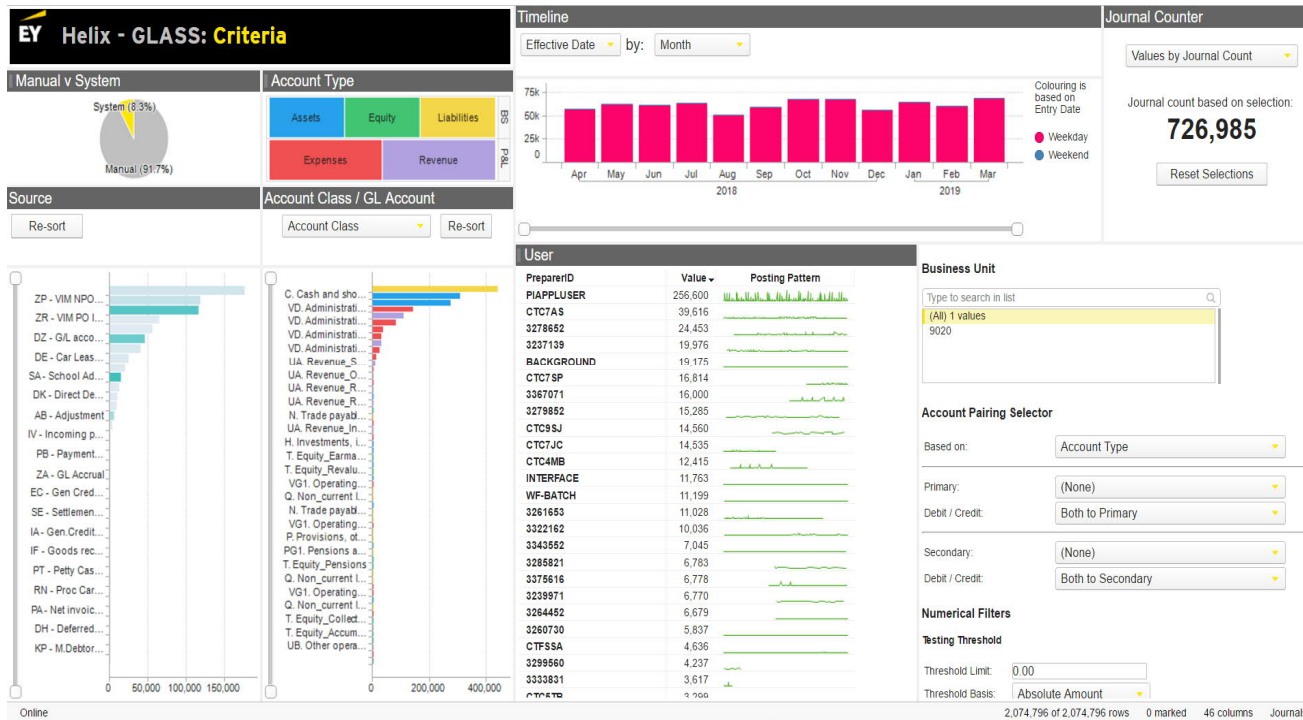
What is the risk?

In line with ISA 240 we are required to test the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements.

Journal entry data criteria – 31 March 2019

What judgements are we focused on?

Using our analysers we are able to take a risk based approach to identify journals with a higher risk of management override, as outlined in our audit planning report.



What did we do?

We obtained general ledger journal data for the period and have used our analysers to identify characteristics typically associated with inappropriate journal entries or adjustments, and journals entries that are subject to a higher risk of management override.

We then performed tests on the journals identified to determine if they were appropriate and reasonable.

What are our conclusions?

We isolated a sub-set of journals for further investigation and obtained supporting evidence to verify the posting of these transactions and concluded that they were appropriately stated.

Confirmation

We confirm that there are no changes in our assessment of independence since the confirmation in our audit planning report dated 20 December 2018.

We complied with the FRC Ethical Standards and the requirements of the PSAA's Terms of Appointment. In our professional judgement the firm is independent and the objectivity of the audit engagement partner and audit staff has not been compromised within the meaning of regulatory and professional requirements.

We consider that our independence in this context is a matter which you should review, as well as us. It is important that you and the Audit and Governance Committee consider the facts known to you and come to a view. If you would like to discuss any matters concerning our independence, we will be pleased to do this at the meeting of the Committee] on 17 July 2019.

Below includes a summary of the fees that you have paid to us in the year ended 31 March 2019 in line with the disclosures set out in FRC Ethical Standard and in statute. Further detail of all fees has been provided to the Audit and Governance Committee with measurement against pre-approved limits.

We confirm that none of the services provided has been provided on a contingent fee basis.

As at the date of this report, there are no future services which have been contracted and no written proposal to provide non-audit services has been submitted.

09 - Independence

Fee analysis

As part of our independence reporting, we set out below a summary of the fees paid for the year ended 31 March 2019.

We confirm that we have not undertaken other non-audit work that has not been detailed below.

	Final Fee 2018/19	Planned Fee 2018/19	Scale Fee 2018/19	Final Fee 2017/18
	£	£	£	£
Total Audit Fee – Code work	TBC	84,688	84,688	109,958*
Certification - Teachers' pensions	TBC	12,000	12,000	12,000
Total Fees	TBC	96,688	96,688	131,958*

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* The final fee for the 2017/18 audit included additional fees of £6,440 as reported in our 2017/18 Annual Audit Letter

These additional fees, while agreed with the Council, are currently with PSAA for review and approval.

Audit approach update

We summarise below our approach to the audit of the balance sheet and any changes to this approach from the prior year audit.

Our audit procedures are designed to be responsive to our assessed risk of material misstatement at the relevant assertion level. Assertions relevant to the balance sheet include:




- Existence: An asset, liability and equity interest exists at a given date
- Rights and Obligations: An asset, liability and equity interest pertains to the entity at a given date
- Completeness: There are no unrecorded assets, liabilities, and equity interests, transactions or events, or undisclosed items
- Valuation: An asset, liability and equity interest is recorded at an appropriate amount and any resulting valuation or allocation adjustments are appropriately recorded
- Presentation and Disclosure: Assets, liabilities and equity interests are appropriately aggregated or disaggregated, and classified, described and disclosed in accordance with the applicable financial reporting framework. Disclosures are relevant and understandable in the context of the applicable financial reporting framework

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Balance sheet category	Audit Approach in current year	Audit Approach in prior year	Explanation for change
Trade receivables	We tested controls over all relevant assertions with limited substantive testing performed in accordance with auditing standards	We tested controls over all relevant assertions with limited substantive testing performed in accordance with auditing standards	No change
Trade payables	We tested controls over all relevant assertions with limited substantive testing performed in accordance with auditing standards	We tested controls over all relevant assertions with limited substantive testing performed in accordance with auditing standards	No change
Investments	Substantively tested all assertions	Substantively tested all assertions	No change
Tangible fixed assets	Substantively tested all assertions	Substantively tested all assertions	No change
Cash	We tested controls over all relevant assertions with limited substantive testing performed in accordance with auditing standards	We tested controls over all relevant assertions with limited substantive testing performed in accordance with auditing standards	No change
Borrowing	Substantively tested all assertions	Substantively tested all assertions	No change
Capital grants receipts in advance	Substantively tested all assertions	Substantively tested all assertions	No change
Pensions liability	Substantively tested all assertions	Substantively tested all assertions	No change

Appendix B

Summary of communications





Date 	Nature 	Summary 
14 November 2018	Meeting	The associate partner in charge of the engagement, along with other senior members of the audit team, met with the management team to discuss planning the audit and any issues they were aware of.
20 December 2018	Report	The audit planning report, including confirmation of independence, was issued to the Audit and Governance Committee.
9 January 2019	Meeting	The associate partner in charge of the engagement, accompanied by other senior members of the audit team, met the Audit and Governance Committee and senior members of the management team to discuss the audit planning report.
8 May 2019	Meeting	The associate partner in charge of the engagement, along with other senior members of the audit team, met with the management for a handover of responsibilities to the new partner.
10 July 2019	Meeting	Audit close meeting with the management team to discuss the preliminary findings of the audit.
22 July 2019	Report	The draft audit results report, including confirmation of independence, was issued to the Audit and Governance Committee.
27 July 2019	Meeting	The partner in charge of the engagement, accompanied by other senior members of the audit team, met the Audit and Governance Committee and senior members of the management team to discuss the audit results report.

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In addition to the above specific meetings and letters the audit team met with the management team many times throughout the audit to discuss audit findings.

Required communications with the Audit and Governance Committee

There are certain communications that we must provide to the Audit and Governance Committees of UK clients. We have detailed these here together with a reference of when and where they were covered:

 Our Reporting to you		
Required communications	 What is reported?	  When and where
Terms of engagement	Confirmation by the Audit and Governance Committee of acceptance of terms of engagement as written in the engagement letter signed by both parties.	The statement of responsibilities serves as the formal terms of engagement between the PSAA's appointed auditors and audited bodies
Our responsibilities	Reminder of our responsibilities as set out in the engagement letter.	Audit planning report
Planning and audit approach	Communication of the planned scope and timing of the audit, any limitations and the significant risks identified.	Audit planning report
Significant findings from the audit	<ul style="list-style-type: none"> • Our view about the significant qualitative aspects of accounting practices including accounting policies, accounting estimates and financial statement disclosures • Significant difficulties, if any, encountered during the audit • Significant matters, if any, arising from the audit that were discussed with management • Written representations that we are seeking • Expected modifications to the audit report • Other matters if any, significant to the oversight of the financial reporting process 	Audit results report





Appendix C

		Our Reporting to you
Required communications	What is reported?	When and where
Going concern	Events or conditions identified that may cast significant doubt on the entity’s ability to continue as a going concern, including: <ul style="list-style-type: none"> • Whether the events or conditions constitute a material uncertainty • Whether the use of the going concern assumption is appropriate in the preparation and presentation of the financial statements • The adequacy of related disclosures in the financial statements 	No conditions or events were identified, either individually or together to raise any doubt about Oxfordshire County Council’s ability to continue for the 12 months from the date of our report
Misstatements	<ul style="list-style-type: none"> • Uncorrected misstatements and their effect on our audit opinion • The effect of uncorrected misstatements related to prior periods • A request that any uncorrected misstatement be corrected • Material misstatements corrected by management 	Audit results report
Subsequent events	<ul style="list-style-type: none"> • Ask the Audit and Governance Committee where appropriate regarding whether any subsequent events have occurred that might affect the financial statements. 	Management letter of representation
Fraud	<ul style="list-style-type: none"> • Ask the Audit and Governance Committee to determine whether they have knowledge of any actual, suspected or alleged fraud affecting the Authority • Any fraud that we have identified or information we have obtained that indicates that a fraud may exist • Unless all of those charged with governance are involved in managing the Authority, any identified or suspected fraud involving: <ol style="list-style-type: none"> a. Management; b. Employees who have significant roles in internal control; or c. Others where the fraud results in a material misstatement in the financial statements. • The nature, timing and extent of audit procedures necessary to complete the audit when fraud involving management is suspected • Any other matters related to fraud, relevant to Audit and Governance Committee responsibility. 	Audit results report

Appendix C

		Our Reporting to you
Required communications	What is reported?	When and where
Related parties	<p>Significant matters arising during the audit in connection with the Authority's related parties including, when applicable:</p> <ul style="list-style-type: none"> • Non-disclosure by management • Inappropriate authorisation and approval of transactions • Disagreement over disclosures • Non-compliance with laws and regulations • Difficulty in identifying the party that ultimately controls the Authority 	Audit results report
Independence	<p>Communication of all significant facts and matters that bear on EY's, and all individuals involved in the audit, objectivity and independence.</p> <p>Communication of key elements of the audit engagement partner's consideration of independence and objectivity such as:</p> <ul style="list-style-type: none"> • The principal threats • Safeguards adopted and their effectiveness • An overall assessment of threats and safeguards • Information about the general policies and process within the firm to maintain objectivity and independence <p>Communications whenever significant judgments are made about threats to objectivity and independence and the appropriateness of safeguards put in place.</p>	<p>Audit planning report</p> <p>Audit results report</p>

Appendix C

		 Our Reporting to you
Required communications	 What is reported?	  When and where
External confirmations	<ul style="list-style-type: none"> • Management’s refusal for us to request confirmations • Inability to obtain relevant and reliable audit evidence from other procedures. 	<p>We have received all confirmations requested except from those charged with governance</p>
Consideration of laws and regulations	<ul style="list-style-type: none"> • Subject to compliance with applicable regulations, matters involving identified or suspected non-compliance with laws and regulations, other than those which are clearly inconsequential and the implications thereof. Instances of suspected non-compliance may also include those that are brought to our attention that are expected to occur imminently or for which there is reason to believe that they may occur • Enquiry of the Audit and Governance Committee into possible instances of non-compliance with laws and regulations that may have a material effect on the financial statements and that the Audit and Governance Committee may be aware of 	Audit results report
Significant deficiencies in internal controls identified during the audit	<ul style="list-style-type: none"> • Significant deficiencies in internal controls identified during the audit. 	Audit results report

Appendix C

		Our Reporting to you
Required communications	What is reported?	When and where
Written representations we are requesting from management and/or those charged with governance	<ul style="list-style-type: none"> Written representations we request from management and/or those charged with governance 	Audit results report
Material inconsistencies or misstatements of fact identified in other information which management has refused to revise	<ul style="list-style-type: none"> Material inconsistencies or misstatements of fact identified in other information which management has refused to revise 	Audit results report
Auditors report	<ul style="list-style-type: none"> Any circumstances identified that affect the form and content of our auditor's report 	Audit results report
Fee Reporting	<ul style="list-style-type: none"> Breakdown of fee information when the audit planning report is agreed Breakdown of fee information at the completion of the audit Any non-audit work 	Audit Planning Report Audit Results Report
Certification work	<ul style="list-style-type: none"> Summary of certification work 	Certification Report

Appendix D

Outstanding matters

The following items relating to the completion of our audit procedures are outstanding at the date of the release of this report:

Item	Actions to resolve	Responsibility
Statement of accounts	Receipt and review of the final version of the accounts	EY and management
Management representation letter	Receipt of signed management representation letter	Management and Audit and Governance Committee
Response from those charged with governance	Send letter to EY audit team	Management
Subsequent events review	Completion of subsequent events procedures to the date of signing the audit report	EY and management
Whole of government accounts	Completion of procedures required by the National Audit Office (NAO) regarding the Whole of Government Accounts submission	EY and management
Income & expenditure/ debtors & creditors	A few queries o/s on expenditure; work on income almost complete. Debtors & creditors work current	EY and management
Journals testing	Responses received from officers and under review	EY and management
PPE work	Currently ongoing	EY
Firefighters' pension and IAS19 disclosures	Currently ongoing. IAS19 disclosure to be amended on receipt of revised report from actuary	EY
Cash & bank and investments	Currently ongoing	EY
Financial instruments	Awaiting agreement on accounting treatment	EY and management
Provisions and reserves	Currently ongoing	EY
Senior officers' remuneration	Currently ongoing	EY
Grant income	Work mostly completed but awaiting decision affected by IFRS9	EY
All other disclosures	Completed and under review	EY

Management representation letter

Management Rep Letter

Ernst & Young
1 More London Place
London
SE1 2AF

Dear Janet,

This letter of representations is provided in connection with your audit of the financial statements of Oxfordshire County Council ("the Council") for the year ended 31st March 2019. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the financial statements give a true and fair view of the Council financial position of Oxfordshire County Council as of 31st March 2019 and of its income and expenditure for the year then ended in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.

We understand that the purpose of your audit of our financial statements is to express an opinion thereon and that your audit was conducted in accordance with International Standards on Auditing (UK and Ireland), which involves an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose - all fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

A. Financial Statements and Financial Records

We have fulfilled our responsibilities, under the relevant statutory authorities, for the preparation of the financial statements in accordance with [the Accounts and Audit Regulations 2015 and CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19

We acknowledge, as members of management of the Council, our responsibility for the fair presentation of the financial statements. We believe the financial statements referred to above give a true and fair view of the financial position, financial performance (or results of operations) and cash flows of the Council in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 and are free of material misstatements, including omissions. We have approved the financial statements.

The significant accounting policies adopted in the preparation of the financial statements are appropriately described in the financial statements.

As members of management of the Council, we believe that the Council has a system of internal controls adequate to enable the preparation of accurate financial statements in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19, that are free from material misstatement, whether due to fraud or error.

We believe that the effects of any unadjusted audit differences, summarised in the accompanying schedule, accumulated by you during the current audit and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

B. Non-compliance with law and regulations, including fraud

We acknowledge that we are responsible to determine that the Council's activities are conducted in accordance with laws and regulations and that we are responsible to identify and address any non-compliance with applicable laws and regulations, including fraud.

We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud.

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.

Management representation letter

Management Rep Letter

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We have no knowledge of any identified or suspected non-compliance with laws or regulations, including fraud that may have affected the Council (regardless of the source or form and including without limitation, any allegations by “whistleblowers”), including non-compliance matters:

- involving financial statements;
- related to laws and regulations that have a direct effect on the determination of material amounts and disclosures in the Council's financial statements;
- related to laws and regulations that have an indirect effect on amounts and disclosures in the financial statements, but compliance with which may be fundamental to the operations of the Council's activities, its ability to continue to operate, or to avoid material penalties;
- involving management, or employees who have significant roles in internal controls, or others; or

in relation to any allegations of fraud, suspected fraud or other non-compliance with laws and regulations communicated by employees, former employees, analysts, regulators or others.

C. Information Provided and Completeness of Information and Transactions

We have provided you with:

Access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;

Additional information that you have requested from us for the purpose of the audit; and

Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

All material transactions have been recorded in the accounting records and are reflected in the financial statements.

We have made available to you all minutes of the meetings of the Council and its relevant committees (or summaries of actions of recent meetings for which minutes have not yet been prepared) held through the year to the most recent meeting on the following date: 17 July 2019.

We confirm the completeness of information provided regarding the identification of related parties. We have disclosed to you the identity of the Council's related parties and all related party relationships and transactions of which we are aware, including sales, purchases, loans, transfers of assets, liabilities and services, leasing arrangements, guarantees, non-monetary transactions and transactions for no consideration for the period ended, as well as related balances due to or from such parties at the [period] end. These transactions have been appropriately accounted for and disclosed in the financial statements.

We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

We have disclosed to you, and 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, including all covenants, conditions or other requirements of all outstanding debt.

D. Liabilities and Contingencies

All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial statements.

We have informed you of all outstanding and possible litigation and claims, whether or not they have been discussed with legal counsel.

ISA (UK) 501.12

We have recorded and/or disclosed, as appropriate, all liabilities related litigation and claims, both actual and contingent, and have disclosed in the financial statements all guarantees that we have given to third parties.

Management representation letter

Management Rep Letter

E. Subsequent Events

Other than described in the financial statements, there have been no events subsequent to period end which require adjustment of or disclosure in the financial statements or notes thereto.

F. Other information

We acknowledge our responsibility for the preparation of the 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.

We confirm that the content contained within the other information is consistent with the financial statements.

G. Reserves

We have properly recorded or disclosed in the financial statements the useable and unusable reserves.

H. Contingent Liabilities

We are unaware of any violations or possible violations of laws or regulations the effects of which should be considered for disclosure in the financial statements or as the basis of recording a contingent loss (other than those disclosed or accrued in the financial statements).

We are unaware of any known or probable instances of non-compliance with the requirements of regulatory or governmental authorities, including their financial reporting requirements, and there have been no communications from regulatory agencies or government representatives concerning investigations or allegations of non-compliance.

I. Use of the Work of a Specialist

We agree with the findings of the specialists that we engaged to evaluate the valuation of Property, Plant and Equipment, the IAS19 actuarial valuations of pension fund liabilities and have adequately considered the qualifications of the specialists in determining the amounts and disclosures included in the financial statements and the underlying accounting records. We did not give or cause any instructions to be given to the specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an effect on the independence or objectivity of the specialists.

Estimates

When we have identified a significant or higher risk estimate, we may include the following representation(s) (refer to ESTIMATES 12):

PPE Valuations and Pensions Liability Estimates

We believe that the measurement processes, including related assumptions and models, used to determine the accounting estimate(s) have been consistently applied and are appropriate in the context of the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.

We confirm that the significant assumptions used in making the estimates for PPE and Pensions Liability appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity.

We confirm that the disclosures made in the financial statements with respect to the accounting estimate(s) are complete and made in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.

Management representation letter

Management Rep Letter

We confirm that no adjustments are required to the accounting estimate(s) and disclosures in the financial statements due to subsequent events. [When estimates have been identified which do not meet the recognition or disclosure criteria of the applicable financial reporting framework] We confirm that the recognition and/or disclosure criteria within [applicable financial reporting framework] have not been met with respect to the accounting estimate for [describe accounting estimate] and accordingly we have [not recognised the estimate in the financial statements / disclosed the existence in the notes to the financial statements but not recorded the estimate in the accounting records].

K. Retirement benefits

On the basis of the process established by us and having made appropriate enquiries, we are satisfied that the actuarial assumptions underlying the scheme liabilities are consistent with our knowledge of the business. All significant retirement benefits and all settlements and curtailments have been identified and properly accounted for.

Yours faithfully,

Lorna Baxter – Director of Finance

Nick Carter - Chairman of the Audit & Governance Committee

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ED None

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