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URGENT BUSINESS AND SUPPLEMENTARY INFORMATION

Accounts, Audit and Risk Committee

17 September 2014

Agenda Item Number	Page	Title	Officer Responsible	Reason Not Included with Original Agenda
7.	(Pages 1 - 32)	External Audit: Audit Results Report 2013-14 Appendix 1 and Appendix 2	Corporate Finance Manager	Information not available at time of agenda dispatch
8.	(Pages 33 - 134)	Statement of Accounts 2013/14 Appendix 1 and Appendix 2	Corporate Finance Manager	Information not available at time of agenda dispatch

If you need any further information about the meeting please contact Sharon Hickson, Democratic and Elections sharon.hickson@cherwellandsouthnorthants.gov.uk, 01295 221554

Agenda Item 7

Cherwell District Council

Audit results report for the year ended 31 March 2014

September 2014

Ernst & Young LLP

Building a better working world

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11 September 2014

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Dear Members

Audit results report

We are pleased to attach our audit results report for the forthcoming meeting of the Accounts Audit and Risk Committee. This report summarises our preliminary audit conclusion in relation to Cherwell District Council (Council) financial position and results of operations for the year ended 31 March 2014. We will issue our final conclusion after the Accounts, Audit and Risk Committee scheduled for 17 September 2014.

The audit is designed to express an opinion on the 2013-14 financial statements, reach a conclusion on the Council's arrangements for securing economy, efficiency and effectiveness in the use of resources, and address current statutory and regulatory requirements. This report contains our findings related to the areas of audit emphasis, our views on the Council's accounting policies and judgments and, where applicable, significant deficiencies in internal control.

This report is intended solely for the information and use of the Accounts, Audit and Risk Committee and the Council. It is not intended to be and should not be used by anyone other than these specified parties.

We welcome the opportunity to discuss the contents of this report with you at the Accounts, Audit and Risk committee meeting scheduled on 17 September 2014.

Yours faithfully
.For and on behalf of Ernst & Young LLP

Mike West
Director
Ernst & Young LLP
United Kingdom
Enc

Contents

In March 2010 the Audit Commission issued a revised version of the 'Statement of responsibilities of auditors and audited bodies' (Statement of responsibilities). It is available from the chief officer of each audited body and via the Audit Commission's website.

The Statement of responsibilities serves as the formal terms of engagement between the Audit Commission's 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 Standing Guidance serves as our terms of appointment as auditors appointed by the Audit Commission. The Standing Guidance sets out additional requirements that auditors must comply with, over and above those set out in the Code of Audit Practice 2010 (the Code) and statute, and covers matters of practice and procedure which are of a recurring nature.

This Annual Results 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.

1. Overview of the financial statement audit

The Council is responsible for preparing and publishing its Statement of Accounts, accompanied by the Annual Governance Statement. In the Annual Governance Statement, the Council reports publicly on the extent to which it complies with its own code of governance, including how it has monitored and evaluated the effectiveness of its governance arrangements in the year, and on any planned changes in the coming period. The Council is also responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

As auditors we are responsible for:

- ► Forming an opinion on the financial statements;
- ► Forming a conclusion on the arrangements that the Council has in place to secure economy, efficiency and effectiveness in its use of resources
- ► Undertaking any other work specified by the Audit Commission

We also report to the National Audit Office (NAO) under its group instructions

Summarised below are the conclusions from all elements of our work:

Financial statements

Our work is substantially complete. Following the performance of the procedures outlined in our Audit Plan, we anticipate issuing an unqualified opinion on the Council's financial statements. We did not identify any significant risks in our Audit Plan. A significant risk is an identified assessed risk of material misstatement that, in an auditor's judgement, requires special audit consideration. However In line with auditing standards we now identify management override as a general significant risk.

We identified one other financial statement risk in our Audit Plan. Since issuing the Audit Plan with we have identified a further other financial statement risk in respect of the provision for NDR appeals.

Significant risks:

Risk of Management Override: Audit findings and conclusions

- ► We have obtained assurance that the risk of management override of controls has been mitigated.

Other financial statement risks:

Implementation of new payroll system : Audit findings and conclusions

- ► Based on our work we are satisfied that the Council put in place adequate controls over the migration of data and that payroll costs are not materially misstated.

NDR appeals provision: Audit findings and conclusions

- ► The Council has applied reasonable estimation techniques in determining the amount of provision to include in its accounts.

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Control themes and observations

Our audit identified the following control issues that we are bringing to your attention.

► Update on previous recommendations	IT General Control – Our recommendations to improve logical access controls have been implemented.

Summary of audit differences

Our audit identified a number of misstatements in the financial statements presented for audit which management has corrected.

Economy, efficiency and effectiveness

Following the performance of the procedures outlined in our Audit Plan, we anticipate issuing an unqualified value for money conclusion.

Whole of Government accounts

We have completed the work required to issue our report to the National Audit Office on the accuracy of the consolidation pack the Council is required to prepare for the Whole of Government Accounts. We have no issues to report.

Audit certificate

We expect to issue the audit certificate at the same time as the audit opinion.

2. Scope update

Our 2013-14 audit work has been undertaken in accordance with the Audit Plan that we issued on the 8 January 2014 and is conducted in accordance with the Audit Commission's Code of Audit Practice, International Standards on Auditing (UK and Ireland) and other guidance issued by the Audit Commission.

Our work comprises a number of elements. In our Audit Plan, we provided you with an overview of our audit scope and approach for the audit of the financial statements, our conclusion on the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources, and the work that we are required to perform in respect of the Whole of Government Accounts return.

We carried out our work in accordance with our Audit Plan.

3. Significant findings from the financial statement audit

In this section of our report, we outline the main findings from our audit of your financial statements, including our conclusions in relation to the areas of risk and areas of audit emphasis outlined in our Audit Plan. Our main findings are set out below.

Significant risk – Risk of Management Override

Description and conclusion

Description

As identified in ISA (UK & Ireland) 240, management is in a unique position to perpetrate fraud because of their ability to directly or indirectly manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.

We:

- Tested the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements;
- Reviewed accounting estimates for evidence of management bias; and
- Evaluated the business rationale for any significant unusual transactions; for example material movements on reserves and revaluation adjustments.

Conclusion

We found that journal entry controls were in place and operating effectively and adequate explanations were provided by management for material adjustments made in preparation of the financial statement. Our review of accounting estimates did not reveal evidence of management basis and business rationales were provided in support of significant transactions.

Other financial statement risk – Implementation of new payroll system

Description and conclusion

Description

The Council transferred its payroll system from Chris 21 to Resource Link as from 1 October 2013. We sought assurance that as part of the implementation process the Council managed the migration of data effectively to prevent errors and the material misstatement in payroll costs.

Conclusion

Based on our work we are satisfied that the Council put in place adequate controls over the migration of data and payroll costs are not materially misstated.

Partly because of issues associated with the new payroll implementation, management did not carry out year-end establishment checks (introduced in 2012-13 for the first time) to confirm existence and payroll details of Council employees. We were unable to rely on management controls to provide assurances over completeness of the payroll and the accuracy of payroll data which required us to carry out additional substantive procedures.

Our audit testing was satisfactory and did not identify any errors or matters that we need to draw to your attention.

Other financial statement risk – NDR appeals provision
Description and conclusion
Description The Business Rates Retention Scheme came into force on 1 April 2013. Where local businesses believe the current rateable value for business properties is wrong they can appeal. Where rating appeals are successful, monies to settle appeals will come out of the Council's collection fund reducing the rate income shared by the Council with the CLG and County Council. This includes both claims from 1 April 2013 and claims that relate to periods before the introduction of the scheme. As appeals are to the Valuation Office Agency (VOA), authorities may not be aware of the level of claims. Appeals can be speculative in nature and multiple appeals can be made against the same property and valuation on different grounds. The potential cost of successful rateable value appeals is significant to the Council. There is also a high level of estimation uncertainty in determining an accurate provision for the cost in the financial statements. Conclusion We have assessed the reasonableness of the Council's methodology in estimating the provision in respect of rateable value appeals at the balance sheet date. This involved consideration of both the completeness and accuracy of the data on the number of appeals and the basis for the assumptions made by the Council on the likelihood of success. We are satisfied that the Council has applied reasonable estimation techniques in determining the amount of provision to include in its accounts.

3.1 Other matters

I am required to communicate to you significant findings from the audit and other matters that are significant to your oversight of the financial reporting process. I have no other matters to bring to your attention.

4. Economy, efficiency and effectiveness

The Code of Audit Practice 2010 sets out our responsibility to satisfy ourselves that Cherwell District Council has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources. In examining corporate performance management and financial management arrangements we have regard to the following criteria and areas of focus specified by the Audit Commission:

- ► Arrangements for securing financial resilience – whether the audited body has robust systems and processes to manage financial risks and opportunities effectively, and to secure a stable financial position that enables it to continue to operate for the foreseeable future.

- ► Arrangements for securing economy, efficiency and effectiveness – whether the audited body is prioritising its resources within tighter budgets, for example by achieving cost reductions and by improving efficiency and productivity.

The table below presents the findings of our work in response to the risk areas or areas of focus presented to you in our Audit Plan. We identified one significant risk. This is a risk that would require specific risk-based work to ensure we can issue a safe value for money conclusion. We identified two further key areas that we have considered to support our value for money conclusion.

Since issuing the Audit Plan with we have identified a further key area in respect of the Council's transformation plans.

Significant risk: Management of the Capital Programme

Impacts arrangements for securing
- Economy, efficiency and effectiveness
- Financial resilience

Risk

The Council manages a substantial capital programme, planned at some £17.9m for 2013-14 (actual out-turn £7.5m).

Within the programme there are a number of large capital schemes, of which those centring on Bicester regeneration rank as the most significant. This regeneration programme involves the acquisition of MOD land at Graven Hill.

The Council's plans are complex and innovative, requiring a high level of skills and expertise.

Failure to deliver these projects on time and within budget risks the loss of economic benefit and a failure to secure value for money.

Our work involved an assessment of the Council's arrangements to manage its capital resources, comprising:

- Overall management of the capital programme
- Arrangements established to manage the acquisition of MOD land at Graven Hill and delivery of the wider Bicester regeneration

Key findings

Capital programme

The Council has adequate arrangements to ensure that capital bids are properly evaluated prior to approval. Evaluation uses a scoring matrix and the fact that the Council has unallocated capital resources means that decisions on capital spending are determined by need and are not as a rule subject to the imposition of financial limits or quotas.

This will change with Graven Hill and the related Bicester developments as available capital resources are utilised and the Council becomes reliant on borrowing to fund its future capital programme. The Council is aware of the implication for capital resource allocation decisions in the future.

We are satisfied that the Council has arrangements to monitor the progress of capital schemes in terms of potential slippage. Slippage in 2013/14 was considerable (£8.0m net of underspends) due to a range of external factors; the largest single component being the delayed commencement of work on the Bicester Town Centre Phase 2 development (£3.0m).

Cost over-runs are not large but where they occur are managed effectively.

There is close member involvement in the approval and challenge of the capital programme. More recently the effectiveness of member challenge and scrutiny of delivery of capital schemes has been enhanced through greater member focus and better quality information. This is positive, given the changing financial landscape with greater dependence on borrowing in the future and the need to ensure that scarce capital resources are utilised effectively.

Bicester Regeneration

The Council has a clear and well-articulated vision for the development of Bicester and the agenda is wide and multi-faceted involving different developers and stakeholders.

The Town Centre Development was delivered under budget and with good outcomes. The Council is to prepare a lessons learned paper so that future projects can benefit from the good practice identified.

The Bicester Town Centre Phase 2 Development has experienced slippage but this is being managed and management are confident that it will soon be back on track.

The acquisition of Graven Hill represents a significant investment opportunity for the Council and is a highly ambitious and far reaching initiative. After a period of negotiations with the vendor; consultation and the completion of a necessary due diligence process the Council has acquired the Graven Hill site and is committed to its subsequent development.

The Council is to act as strategic developer through a 100% owned Company Limited by Share. The Council has sought external legal advice and is using Localism Act powers for this purpose. Details of the delivery vehicle and governance structures were considered by the Executive Committee at its meeting on the 1 September 2014.

Looking more specifically at the governance arrangements in relation to Graven Hill we are satisfied that the Council has put in place adequate arrangements to oversee the initiation and delivery of the project. Governance structures have been created which include close member engagement. The Council has a dedicated in-house team but where skills or capacity have been lacking, external consultancy support has been purchased, including legal, financial and procurement expertise.

The Graven Hill project at the present time is proceeding to plan and self-evaluation and assurance processes have been established or are proposed.

In terms of the wider Bicester Regeneration programme the Council has put in place adequate arrangements to provide strategic oversight and management of the related projects. The capacity of its Regeneration and Housing Development Team is to be increased by additional recruitment.

Other risks/areas of focus: Management of finances

Impacts arrangements for securing:

- Financial resilience

Key findings:

The Council overspent against its original budget by £250,000 due largely to the higher costs of waste and recycling resulting from unforeseen changes to the terms of the existing waste management contract. Otherwise, the Council's performance was largely in line with budget projections.

The net budget shortfall was after transfers to reserves and was funded from general fund balances.

The Council set a prudent budget for 2014-15 but has a widening budget gap over the medium term. Its financial forecast shows that its general fund balance and available reserves will be exhausted by 2017-18 if no corrective action is taken. This is a serious and worrying position that the Council has recognised it must address.

The Council's medium term financial strategy presented to the Executive in July 2014 recognises the challenges ahead but does not identifiy how this gap is to be closed. The view of your Chief Financial Officer is that the Council's budget strategy needs to change fundamentally and to feed into the detailed budget process for 2015-16 and beyond.

The medium term financial strategy does not yet detail exactly how this will be done but we agree that there needs to be a change in the Council's budget plans if the significant forecast deficit is to be avoided.

We understand that in part that management is planning a series of member-focused workshops over the autumn to consider options for closing the forecast budget gap.

Identifying new income streams through for example the phased release of the New Homes Bonus and additional NDR income is likely to be central component although there are likely to be savings as a result of further transformational change for which the Council has yet to budget.

The problem is that at present there are no firm costed plans that set out the financial direction of the Council.

There is much that needs to be done on the part of management and members to further develop the Council's financial plans and there may be many tough decisions facing members still to be made.

The Council should ensure that medium term financial plans to address the budget gap are developed and agreed as a priority.

Other risks/areas of focus: Delivery of services

Impacts arrangements for securing:

- **financial resilience**
- **economy, efficiency and effectiveness**

Key findings:

Joint procurement

Planned efficiency savings from the 2013-14 budgets were delivered in full.

In addition the Joint Procurement Team received national recognition in the Government Opportunities Collaborative Procurement Initiative of the Year Award.

Audit Commission Profiles

We have identified two areas, waste management (above average costs) and income and charges (income from sales fees and charges low compared with nearest neighbours) which we have raised with management for further investigation as potential areas of opportunity.

Otherwise our review of the AC profiles has not identified any indicators of significant value for money opportunities that we believe management should be but is not exploiting.

Transformational plans

Although the Council's transformational plans are progressing rapidly, the Council and its prospective partners are proceeding in a measured and methodical way. Preparations are in line with good practice. The option appraisal is being undertaken with the support of external advisors and members are engaged in the process.

It is premature to comment on due diligence checks and governance proposals but we have received officer assurance that proper checks and balances will be applied at each critical stage of the process; involving external and independent appraisal.

Project resources are in place and communications between the three Councils (South Northamptonshire, Cherwell and Stratford upon Avon) have been established which management consider are working effectively.

5. Control themes and observations

As part of our work, 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 of internal control we are required to communicate to you significant deficiencies in internal control.

The matters reported below are limited to those deficiencies that we identified during the audit and that we concluded are of sufficient importance to merit being reported to you.

We have no current year observations to report to you.

5.1 Status of previous year’s recommendations

Description	Impact
IT General Control - We identified opportunities for improvements to logical access controls which would reduce the risk of unauthorised or inappropriate access to data and programmes within Agresso.	Recommendation have been implemented

6. Status of our work

6.1 Financial statement audit

Our audit work in respect of our opinion on the Council's financial statements is substantially complete. The following items relating to the completion of our audit procedures were outstanding at the date of this report.

Item	Actions to resolve	Responsibility
Letter of representation	To be tabled at Accounts, Audit and Risk Committee on 17 September 2014	Management and Accounts, Audit and Risk Committee
Audit of accounts	Awaiting revised financial statements to check agreed audit adjustments	Management, Accounts Audit and Risk Committee and EY
	Agreement of accounting entries for the unwinding of Castle Quay operating lease	Management, Accounts Audit and Risk Committee and EY
	Awaiting IAS 19 letters of assurance from Pension Fund auditors	EY
	One outstanding investment confirmation awaited.	Management and EY
	Awaiting evidence of authorisation for transfer of £438k from Eco Town Reserve at year end	Management and EY
	WGA final procedures	Management and EY

On the basis of our work performed to date, we anticipate issuing an unqualified auditor's report in respect of the Council's financial statements. However, until we have completed our outstanding procedures, it is possible that further matters requiring amendment may arise.

6.2 Economy, efficiency and effectiveness

Our work in respect of our conclusion on the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources is complete.

We expect to present an unqualified value for money conclusion in regard to the Council's arrangements to ensure economy, efficiency and effectiveness in its use of resources.

6.3 Objections

We have received no objections to the 2013-14 accounts from members of the public.

7. Fees update

A breakdown of our agreed fee is shown below.

	Proposed final fee 2013-14	Planned fee 2013-14	Scale fee 2013-14	**Explanation of variance**
Audit Fee – Code work	£68,603	£68,603	£68,603	
Certification of claims and returns	In progress	£13,400	£13,400	
Non-audit work (provide details)		None undertaken		

Our actual fee is in line with the agreed planned fee and the Audit Commission scale fee.

Our work on the certification of the housing benefits claim is in progress and we will keep the Audit Committee informed about progress and fee variations.

8. Summary of audit differences

In the normal course of any audit, we identify differences between amounts we believe should be recorded in the financial statements and amounts actually recorded. These differences are classified as either ‘factual’ or ‘judgemental’. Factual 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.

Our audit identified a number of errors and changes to disclosure notes which we have highlighted to management for amendment. These have included:

All of these have been adjusted during the course of our work.

We have included all amounts greater than £1.6million relating to the Council in our summary of misstatements below.

We highlight in particular the following misstatements identified during the course of our audit that have been corrected by management.

- £4.4m error in the revaluation of Pioneer Square Retail Units understating their valuation and overstating impairments charged to the Revaluation Reserve.
- £13.4m overstatement of investment properties (Castle Quay shopping centre) and misstatement of related transactions in the CIES; the capital accounts and entries in Note 8.36.1. Disposal of Castle Quay shopping centre does not meet the requirements of an operating lease and needs to be reclassified and accounted for as a finance lease.
- £7.0m error in the figure for Income from Council Tax disclosed in the Collection Fund due the Council Tax reduction scheme element (£7.0m) being accounted for separately as Council Tax Benefit Contribution.

9. Independence confirmation: update

We confirm there are no changes in our assessment of independence since our confirmation in our 8 January 2014Audit Plan. We complied with the Auditing Practice's Board's Ethical Standards for Auditors and the requirements of the Standing Guidance and 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 that should be reviewed by both you and ourselves. It is therefore important that you consider the facts of which you are aware and come to a view. If you wish to discuss any matters concerning our independence, we will be pleased to do so at the forthcoming meeting of the Accounts, Audit and Risk Committee on 17 September 2014.

Appendix A Required communications with the Audit Committee

There are certain communications that we must provide to the audit committee. These are detailed here:

Required communication	Reference
Terms of engagement	The Statement of responsibilities serves as the formal terms of engagement between the Audit Commission's appointed auditors and audited bodies.
Planning and audit approach Communication of the planned scope and timing of the audit including any limitations.	Audit Plan
Significant findings from the audit ► 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 ► Findings and issues regarding the opening balance on initial audits	Audit results report
Misstatements ► 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 ► In writing, corrected misstatements that are significant	Audit results report
Fraud ► Enquiries of the audit committee to determine whether they have knowledge of any actual, suspected or alleged fraud affecting the entity ► Any fraud that we have identified or information we have obtained that indicates that a fraud may exist ► A discussion of any other matters related to fraud	Letter to the Chairman of the Accounts Audit and Risk Committee and to the Director of Resources dated 26 March and10 April 2014 No issues to report
Related parties Significant matters arising during the audit in connection with the entity's related parties including, when applicable: ► 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 entity	Audit Results report No matters to report
External confirmations ► Management's refusal for us to request confirmations ► Inability to obtain relevant and reliable audit evidence from other procedures	No matters to report

Required communication	Reference
Consideration of laws and regulations ► Audit findings regarding non-compliance where the non-compliance is material and believed to be intentional. This communication is subject to compliance with legislation on tipping off ► Enquiry of the audit 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 committee may be aware of	Letter to the Chairman of the Accounts Audit and Risk Committee and to the Director of Resources dated 26 March and10 April 2014 No matters to report
Independence Communication of all significant facts and matters that bear on EY's objectivity and independence Communication of key elements of the audit engagement partner's consideration of independence and objectivity such as: ► 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	Audit Plan and update in section 8 of this report
Going concern Events or conditions identified that may cast significant doubt on the entity's ability to continue as a going concern, including: ► 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	Letter to the Chairman of the Accounts Audit and Risk Committee and to the Director of Resources dated 26 March and10 April 2014 No matters to report
Significant deficiencies in internal controls identified during the audit	Audit results report
Group audits ► An overview of the type of work to be performed on the financial information of the components ► An overview of the nature of the group audit team's planned involvement in the work to be performed by the component auditors on the financial information of significant components ► Instances where the group audit team's evaluation of the work of a component auditor gave rise to a concern about the quality of that auditor's work ► Any limitations on the group audit, for example, where the group engagement team's access to information may have been restricted ► Fraud or suspected fraud involving group management, component management, employees who have significant roles in group-wide controls or others where the fraud resulted in a material misstatement of the group financial statements	Not applicable
Fee reporting ► Final, planned and scale fee broken down into the headings of Code audit work; certification of claims and returns; and any non-audit work (or a statement to confirm that no non-audit work has been undertaken for the body).	Audit Plan and Audit results report
Summary of certification work undertaken ► Annual report to those charged with governance summarising the certification work undertaken	Annual Certification Report – to be issued January 2014

Appendix B Letter of representation

Ernst & Young
400 Capability Green,
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LU1 3LU

This representation letter is provided in connection with your audit of the financial statements of Cherwell District Council ("the Council") for the year ended 31 March 2014. 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 position of Cherwell District Council as of 31 March 2014 and of its expenditure and income for the year then ended in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

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 (England) 2011 and CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

2. We acknowledge, 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 of its expenditure and income of the Council in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 and are free of material misstatements, including omissions. 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. 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 2013/14 that are free from material misstatement, whether due to fraud or error.

5. There are no unadjusted audit differences identified during the current audit and pertaining to the latest period presented.

B. Fraud

1. We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud

2. 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.

3. We have no knowledge of any fraud or suspected fraud involving management or other employees who have a significant role in the Council's internal controls over financial reporting. In addition, we have no knowledge of any fraud or suspected fraud involving other employees in which the fraud could have a material effect on the financial statements. We have no knowledge of any allegations of financial improprieties, including fraud or suspected fraud, (regardless of the source or form and including without limitation, any allegations by "whistleblowers") which could result in a misstatement of the financial statements or otherwise affect the financial reporting of the Council.

C. Compliance with Laws and Regulations

1. We have disclosed to you all known actual or suspected noncompliance with laws and regulations whose effects should be considered when preparing the financial statements

D. Information Provided and Completeness of Information and Transactions

1. 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 as agreed in terms of the audit engagement.

- 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.

2. All material transactions have been recorded in the accounting records and are reflected in the financial statements

3. We have made available to you all minutes of the meetings of the Council, the Executive and the Audit Committee (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:

- Council:

- Executive:

- Accounts Audit and Risk Committee:

4. 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 year end. These transactions have been appropriately accounted for and disclosed in the financial statements.

5. 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.

E. 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 have disclosed in Note 8.38 to the financial statements all guarantees that we have given to third parties.

F. Subsequent Events

1. As described in Note 8.3 to 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.

G. Accounting Estimates

1. We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable

2. Accounting estimates recognised or disclosed in the financial statements:

- We believe the measurement processes, including related assumptions and models, we used in determining accounting estimates is appropriate and the application of these processes is consistent.

- The disclosures relating to accounting estimates are complete and appropriate in accordance with the applicable financial reporting framework.

- The assumptions we used in making accounting estimates appropriately reflects our intent and ability to carry out specific courses of action on behalf of the entity, where relevant to the accounting estimates and disclosures.

- No subsequent event requires an adjustment to the accounting estimates and disclosures included in the financial statements.

H Retirement benefits

1. 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.

Representations required in specific circumstances

Ownership of Assets

1. Except for assets capitalised under finance leases, the Council has satisfactory title to all assets appearing in the balance sheet(s), and there are no liens or encumbrances on the Council's assets, nor has any asset been pledged as collateral. All assets to which the Council has satisfactory title appear in the balance sheet(s).

Reserves

1. We have properly recorded or disclosed in the financial statements the useable and unusable reserves.

Use of the Work of an Expert

1. We agree with the findings of the experts engaged to evaluate the valuation of assets and pension fund liabilities and have adequately considered the qualifications of the experts 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 experts 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 experts.

Yours faithfully,

____

Chief Financial Officer and Director of Resources

I confirm that this letter has been discussed and agreed at the Audit Committee on 17 September 2013

____

Chairman of the Accounts Audit and Risk Committee

EY | Assurance | Tax | Transactions | Advisory

Ernst & Young LLP

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Resources

Martin Henry – Director of Resources

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Please ask for:	Martin Henry	Direct Dial:	0300 003 0102
Email:	martin.henry@cherwellandsouthnorthants.gov.uk	Our Ref:	

17 September 2014

Dear Sirs

This representation letter is provided in connection with your audit of the financial statements of *Cherwell District Council* ("the Council") for the year ended *31 March 2014*. 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 position of *Cherwell District Council* as of *31 March 2014* and of its expenditure and income for the year then ended in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

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 (England) 2011 and CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

2. We acknowledge 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 of its expenditure and income of the Council in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 and are free of material misstatements, including omissions. 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. 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 2013/14 that are free from material misstatement, whether due to fraud or error.
5. There are no unadjusted audit differences identified during the current audit and pertaining to the latest period presented.

B. Fraud

1. We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud
2. 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.
3. We have no knowledge of any fraud or suspected fraud involving management or other employees who have a significant role in the Council's internal controls over financial reporting. In addition, we have no knowledge of any fraud or suspected fraud involving other employees in which the fraud could have a material effect on the financial statements. We have no knowledge of any allegations of financial improprieties, including fraud or suspected fraud, (regardless of the source or form and including without limitation, any allegations by "whistleblowers") which could result in a misstatement of the financial statements or otherwise affect the financial reporting of the Council.

C. Compliance with Laws and Regulations

1. We have disclosed to you all known actual or suspected noncompliance with laws and regulations whose effects should be considered when preparing the financial statements

D. Information Provided and Completeness of Information and Transactions

1. 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 as agreed in terms of the audit engagement.

- 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.

2. All material transactions have been recorded in the accounting records and are reflected in the financial statements

3. We have made available to you all minutes of the meetings of the Council, the Executive and the Accounts, Audit and Risk Committee (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:

   - Council 21 July 2014
   - Executive 1 September 2014
   - Accounts Audit and Risk Committee 25 June 2014

4. 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 year end. These transactions have been appropriately accounted for and disclosed in the financial statements.

5. 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.

E. 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 have disclosed in Note 8.38 to the financial statements all guarantees that we have given to third parties.

F. Subsequent Events

1. Note 8.39 of the Accounts describes the post balance sheet event relating to Graven Hill. The sale of Bicester's Graven Hill site has been completed with Cherwell District Council taking ownership of the site from the Ministry of Defence (MoD). This acquisition was completed on 11 August 2014.

Other than the above disclosure, there have been no events subsequent to period end which require adjustment of or disclosure in the financial statements or notes thereto.

G. Accounting Estimates

1. We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable

2. Accounting estimates recognised or disclosed in the financial statements:

- We believe the measurement processes, including related assumptions and models, we used in determining accounting estimates is appropriate and the application of these processes is consistent.
- The disclosures relating to accounting estimates are complete and appropriate in accordance with the applicable financial reporting framework.
- The assumptions we used in making accounting estimates appropriately reflects our intent and ability to carry out specific courses of action on behalf of the entity, where relevant to the accounting estimates and disclosures.
- No subsequent event requires an adjustment to the accounting estimates and disclosures included in the financial statements.

H Retirement benefits

1. 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.

Representations required in specific circumstances

Ownership of Assets

1. Except for assets capitalised under finance leases, the Council has satisfactory title to all assets appearing in the balance sheet(s), and there are no liens or encumbrances on the Council's assets, nor has any asset been pledged as collateral. All assets to which the Council has satisfactory title appear in the balance sheet(s).

Reserves

1. We have properly recorded or disclosed in the financial statements the useable and unusable reserves.

Use of the Work of an Expert

1. We agree with the findings of the experts engaged to evaluate the *valuation of assets and pension fund liabilities* and have adequately considered the qualifications of the experts 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 experts 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 experts.

Yours sincerely

Chief Financial Officer and Director of Resources

I confirm that this letter has been discussed and agreed at the Accounts, Audit and Risk Committee on 17 September 2014:

Chairman of the Accounts Audit and Risk Committee

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Cherwell District Council **APPENDIX 1**

The table below summarises all the amendments that have been made to the accounts that were presented to AARC in June.

The most significant items are:

Castle Quay lease classification which reduces the net worth of Balance Sheet by £10m. There is no impact on Council Tax.

Pioneer Square revaluation which increases the net worth of the Balance Sheet by £4m. There is no impact on Council Tax.

General Fund balances have reduced by £300,000 due to increases in provisions (sundry debtors and property searches).

Collection Fund £7m classification of income on the Council Tax Reduction Scheme. No impact on total Collection Fund Income.

TABLE OF AMENDMENTS

No.		Detail
1	**Note 2.3** Revenue Expenditure	Table changed to incorporate: - Resources increased for Property searches provision £200k - Resources increased for bad debt provision £103k
2	**Note 2.3** Revenue Expenditure - Primary Drivers	Table changed to incorporate: - Property searches provision £200k - Bad debt provision £103k
3	**Note 4** Movement in Reserves Statement	Table changed to incorporate: - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Property searches provision £200k - Bad debt provision £103k - Castle Quay £36k 12/13 Restated: - Castle Quay £10,544k - Pensions £687k
4	**Note 5** Comprehensive Income and Expenditure Account	Table changed to incorporate: - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Property searches provision £200k - Bad debt provision £103k - Castle Quay £36k 12/13 Restated: - Pensions £687k
5	**Note 6** Balance Sheet	Table changed to incorporate: - adjustment between intangible and tangible assets £141k - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Property searches provision £200k - Bad debt provision £103k - Castle Quay £36k 12/13 Restated: - Castle Quay £10,544k
6	**Note 8.4** Adjustments between Accounting Basis and Funding Basis under Regulations	Table changed to incorporate: - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Castle Quay £36k 12/13 Restated: - Pensions £687k
7	**Note 8.7** Financing and Investment Income and Expenditure	Table changed to incorporate: - Orchard way site investment revaluation £251k - Castle Quay £36k and £100k 12/13 Restated: -Castle Quay £5,872k and £100k - Pensions £687k
8	**Note 7** Cashflow	Table changed to incorporate: - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Bad debt provision £103k - Property searches provision £200k - Castle Quay £36k
9	**Note 8.9** Plant & Equipment	Table changed to incorporate: - adjustment between intangible and tangible assets £141k - Pioneer square revaluation £4,395k
10	**Note 8.11** Investment Properties	Table changed to incorporate: - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Castle Quay £36k and £100k 12/13 Restated: - Castle Quay £13,330k
11	**Note 8.12** Intangible Assets	Table changed to incorporate: - adjustment between intangible and tangible assets £141k
12	**Note 8.13** Commitments under Capital Contracts	Table changed to include total value and future commited spend of the schemes. Additional wording for the aquistion of the Graven Hill site.

13	**Note 8.14** Revenue Expenditure funded from Capital under Statute	Table changed to incorporate: - Castle Quay £36k
14	**Note 8.17** Debtors	Table changed to incorporate: - Bad debt provision £103k - Castle Quay long term Debtor £2,856 (12/13 also Restated)
15	**Note 8.20** Provisions	Table changed to incorporate: - Property searches provision £200k
16	**Note 8.21** Usable Reserves	Table changed to incorporate: - Bad debt provision £103k
17	**Note 8.22** Unusable Reserves	Table changed to incorporate: - Pioneer Square revaluation £4,395k - Orchard way site investment revaluation £251k - Castle Quay £36k 12/13 Restated: - Castle Quay £10,544k
18	**Note 8.22.2** Capital Adjustment Account	Table changed to incorporate: - Pioneer Square revaluation £4,395k - Orchard way site investment revaluation £251k - Castle Quay finance lease £36k 12/13 Restated: - Castle Quay £13,400k
19	**Note 8.22.4** Pensions Reserve	Table changed to incorporate: - Actaurial gains or losses on pensions assets and liabilities increased by-£687k - Reversal of items relating to retirement benefits increased by £687k Total Pensions Reserve remains unchanged at £53,348k
20	**Note 8.22.5** Deferred Capital Receipts Reserve	Table changed to incorporate: - Castle Quay £2,856k (12/13 also Restated)
21	**Note 8.23** Cash Flow Statement - Operating Activities	Table changed to incorporate: - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Bad debt provision £103k - Property searches provision £200k 12/13 Restated: - Pensions £687k
22	**Note 8.24** Cash Flow Statement - Investing Activities	Table changed to incorporate: - Castle Quay £36k
23	**Note 8.26 A**mounts Reported for Resource Allocation Decisions	Table changed to incorporate: - Bad debt provision £103k - Property searches provision £200k
24	**Note 8.26.1** Reconciliation of Directorate Income and Expenditure to Cost of Services in the Comprehensive Income and Expenditure Statement	Table changed to incorporate: - Pioneer square revaluation £4,395k - Bad debt provision £103k - Property searches provision £200k
25	**Note 8.26.2** Reconciliation to Subjective Analysis	Table changed to incorporate: - Pioneer square revaluation £4,395k - Orchard way site investment revaluation £251k - Property searches provision £200k - Bad debt provision £103k - Castle Quay £36k 12/13 Restated: - Pensions £687k
26	**Note 8.30** Officers' Remuneration 2013/14	Table changed to incorporate £360 expenses originally omitted
27	**Note 8.31** Exit Packages	Table changed to remove charges relating Oxfordshire Partnership Waste £28k
28	**Note 8.36.2** Council as a Lessor	Castle Quay now reclassified as a finance lease and identified separately from other operating leases £23,641k - 12/13 Restated £23,741k
29	**Note 8.37** Contingent Liabilities	Land charges wording removed.
30	**Note 8.39.1** Non Adjusting Post Balance Sheet Event	Wording for Graven Hill updated to reflect completion and acquisition of the site.
31	**Note 8.40** Prior Period Adjustment	New note to incorporate prior period adjustment for Castle Quay change of lease from operating to finance
32	**Note 9** Collection Fund Income and Expenditure Account	Presentation of the table changed to incorporate: - Income from council tax increased by £7,041k to £74,204k - Council tax benefits contribution decreased by £7,041K to £0k Total Council Tax income for the year remains at £74,204k
33	**Note 13** Accounting Policies	Updated to incorporate: - Accruals of Income and Expenditure exception policy for housing benefit transactions (note 13.2) - Collection fund income and expenditure accounting (note 13.5) - Pensions IAS19 (note 13.9.3)

CHERWELL DISTRICT COUNCIL

ANNUAL FINANCIAL REPORT 2013-14

CONTENTS

STATEMENT OF ACCOUNTS 2013-14

INTRODUCTION

Welcome to Cherwell District Council's Statement of Accounts for the year ending 31 March 2014. The Statement of Accounts is a statutory document providing information on the cost of services provided by Cherwell District Council to the council tax payer and detailing how those services were financed. In addition, it provides information, within the Balance Sheet on the value of our assets (what we own), what we are owed and the value of our liabilities (what we owe). The terminology used can often be confusing so I hope you find the glossary in section 14 a useful reference.

A summary of the financial position is available in the Annual Report and Summary of Accounts and you can find a copy on our website.

Should you have any comments or wish to discuss this statement in further detail then please contact the finance team by email on finance@cherwell-dc.gov.uk

We hope you find the financial statements of interest and we look forward to hearing your views.

Tim Madden
Interim Head of Finance and Procurement

Martin Henry
Chief Financial Officer and Director of Resources

Cherwell District Council
PO Box 27
Banbury
Oxfordshire
OX15 4BH

2. EXPLANATORY FOREWORD

The purpose of this Statement of Accounts is to present the financial results of the Council's activities for the year ended 31 March 2014, and to summarise the overall financial position of the Council as at 31 March 2014.

2.1 The Accounting Statements

The Council is required by law to complete its accounts in line with the Code of Practice on Local Council Accounting ("the Code"). In theory, the Code ensures that all local authorities produce their accounts on a consistent basis, enabling comparisons. The Code represents an attempt by accounting regulators to reconcile accounting standards in general use within the UK with the statutory local government finance framework. This is not an easy marriage: there are material differences between what accounting rules state should be included in the accounts and what legislation states should be financed by a local Council and local council taxpayers.

Accordingly there are many entries, particularly within the Comprehensive Income & Expenditure Statements, which are included as notional items for presentational purposes, so that accounting standards are fulfilled, and then "reversed out" so that the bottom line financial performance is consistent with statutory requirements. The Code requires expenditure on services to be categorised under standard headings that bear little relation to the actual organisation and structure of the Council. The Code now incorporates the reporting of accounting standards that have been issued but not yet adopted and retrospective disclosure requirements relating to these accounting standards.

The above can lead to a confusing picture if the core financial statements are taken at face value. Unfortunately, the Council has no discretion to depart from the prescribed format and content of those statements.

The Annual Governance Statement is no longer an integral part of the financial statements but is prepared as a standalone report and is available on the Council's website.

This Explanatory Foreword sets out the key issues and is intended to give the reader an insight into the Council's financial performance during 2013-14 in a way that the financial statements themselves may not otherwise do. This foreword has been written to provide a guide to the significant matters reported in these accounts. It also indicates the type of expenditure incurred and the ways in which money has been raised to pay for this.

2.2 The Key Messages

In common with all local authorities, the Council faced an extremely challenging year in 2013-14 as it sought to manage the implications of the continuing downturn in the economy and the impact on services. The Council is also taking on ambitious regeneration projects which will breathe new life into the areas they are targeted as well as delivering new income streams going forwards. In order to manage this, the Council has developed a transformation programme, which through working in partnership with other local authorities, aims to deliver significant savings whilst protecting frontline services.

2.2.1 Financial Challenge

The Council has top quality budgetary control and as a result has delivered during the year on revenue within acceptable tolerances. These are based on percentage variance of revenue and capital budget against profile. (+2%) The capital programme has been continuously reviewed in detail throughout the year and capital schemes that have not yet started have either been deleted as they are no longer priorities, reduced in value due to procurement savings or specification changes, or slipped forward into future periods. As a result the capital programme is underspent for 2013-14.

We started the year with £134.6 million of net assets. At the end of the year we had **net assets of £108.4 million, earmarked reserves £13.3 million** and **general fund balances of £1.4 million**. Our approved budget did not draw on General Fund balances, a reserve maintained to provide a financial cushion should something unexpected happen.

We invested £7.5 million of capital funds on a variety of capital schemes during the year, to continue **providing first-class public facilities and investment in the infrastructure of the district**. Highlights include the Cherwell Community Led programme (Build!), Bicester Town Centre redevelopment, the continued support to housing projects, home improvement grants directly helping older and vulnerable people to live independently in their own.

The Council has a strong track record and commitment to delivering efficiencies resulting in a 41% reduction in net expenditure of services since 2007-08 when the net revenue budget stood at £23.5m compared to £13.9m in 2013-14. We have kept council tax frozen at 2009-10 rates.

2.2.2 Operational Challenge

Looking forward to 2014-15 and beyond, it is clear that the pressure to reduce spending by Councils and other public sector organisations will continue. As a result further joint working arrangements will continue to be explored across other service areas, and other organisations during 2014-15.

Transformation Challenge: Cherwell, along with South Northants and Stratford-on-Avon District Councils were successful in bidding for a grant of £367,000 during 2013-14. This will be used for programme office resources to drive and manage the changes associated with extending shared services working across three authorities and to provide successful models for other authorities to follow.

2.3 Revenue Expenditure

The Comprehensive income and Expenditure Statement is prepared in accordance with the Service Reporting Code of Practice (SeRCOP) issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) and as a result we have to take our services and categorise accordingly.

During 2013-14 the General Fund Revenue account has been subject to regular and rigorous monitoring as part of the Performance Management Framework. The monthly ‘dashboard’ provides a mechanism to analyse revenue and capital activity at all levels, providing detailed analyses from a Corporate, Directorate and individual Service level perspective. This has significantly increased the Council’s ability to manage day-to-day costs and is used to report quarterly to members through the monthly Performance Management Framework. The table below summarises the revenue position against budget in SeRCOP format:

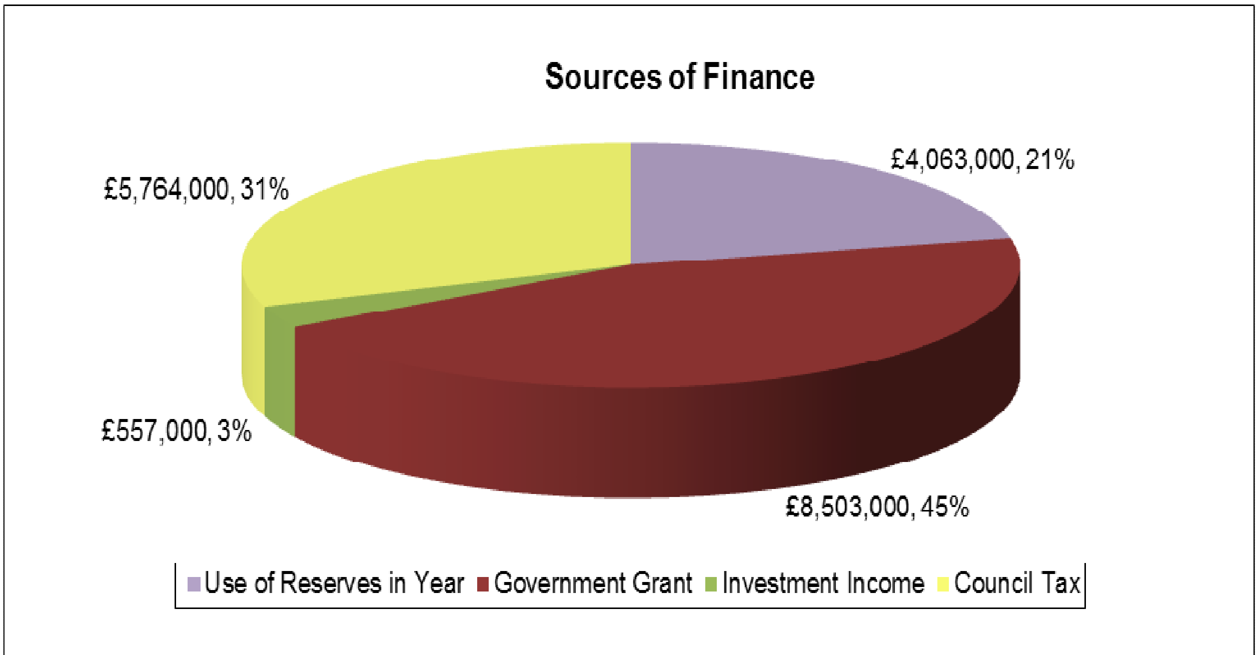
SERVICE EXPENDITURE	Currently Approved Annual Budget	Actual to Date	Variance to approved Budget	Variance to approved Budget
	£000	£000	£000	%
Services				
Bicester Regeneration Projects	1,005	917	(88)	8.77%
Community & Environment	9,343	9,567	224	-2.40%
Resources	3,351	3,499	148	-4.42%
Development	4,084	3,907	(177)	4.34%
Services Total	**17,784**	**17,890**	**107**	**-0.60%**
Capital Charges Reversed	(3,323)	(3,323)	0	0.00%
Net Expenditure Services	**14,461**	**14,567**	**107**	**-0.74%**
Centrally Controlled Items	1,686	1,723	37	2.19%
	16,146	**16,290**	**144**	**-0.89%**

Primary Drivers	Variance £000
Countryside & Community underspends within Community Development	(17)
Customer Services underspends largely achieved due to staff vacancies and computer software	(36)
Vehicle Parks overspent due to car park income shortfalls from car parking, Excess Charge Notices and season tickets	74
Safer Communities underspends for vacant posts and unspent grant	(84)
Arts, Tourism and Health unspent arts grant to be transferred to ear marked reserves	(43)
Recreation and Sports underspends due to vacant posts and unspent grant	(35)
Sport Facilities overspent due to utility benchmarking resulting in costs being greater than estimated; loss of income claims from the closure of Bicester pool; and the renewable heat income not achieved due to the delayed introduction of the Biomass Scheme.	143
Licensing surplus in fee income	(43)
Public and Environmental Health savings in salaries, computer software and contractors	(15)
Waste, Recycling and Recycling Bank overspend primarily due to contract changes with the recycling contract and additional costs incurred for agency staff covering sickness and vacancies.	304
Maintenance of Vehicles and MOT Bay overspend due to unbudgeted overtime, additional vehicle parts/repairs and the reduction in the number of MOT’s.	74
Community and Environment Directorate Admin: salary savings from vacant posts and unspent Brighter Futures grant	(101)
HR underspends on training and shared service savings from joint team	(97)
Performance underspends on salary savings	(13)

Communications underspend from saving on the Cherwell Link	(18)
IT overspend on telephony	97
Democratic underspend on Members Services including member training	(24)
Legal overspend from lower legal costs recovered than anticipated	10
Land Charges underspend with higher income from search fees	(47)
Elections underspend on the elections account	(84)
Civic Ceremonial underspend on shared salary costs	(6)
Procurement Procurement savings shown in the service area.	82
Finance Overspend on agency, communications and computing and Housing Benefit. Savings in bank charges, audit costs and Discretionary Rate Relief	(60)
Development Control underspends on salaries and surplus planning income	(456)
Building control underspend from salary savings	(49)
Assets & Facilities Management overspend from unbudgeted set up and insurance costs; shortfall of income due to rent free periods for Bicester redevelopment and shortfall on Income for Castle Quay; offset by rental income from Bodicote House.	133
Delivery Team overspend on Crown House charges from capital to revenue and Council Tax charges for Build programme	186
Other insignificant underspends	(34)
Increase in bad debt provision	**103**
Property Searches	**200**
	(144)

2.4 Sources of Finance - Where the Money Came From

The following chart provides an analysis of our main sources of income for the year:



2.5 Capital Expenditure and Financing

Capital Expenditure (spending on the acquisition, creation or enhancement of fixed assets) and Capital Financing (mainly receipts from the sale of such assets in previous years), are detailed in the Notes to the Financial Statements and summarised in the tables below.

Comparison of capital spending by scheme 2013-14 against budget

DESCRIPTION	ANNUAL BUDGET £000	ANNUAL SPEND £000	VARIANCE £000	Slippage Required £000
Eco Town - Travel Behaviour	45	45	0	0
Green Deal	91	91	0	0
Biomass Heating for Bicester Leisure Centre	385	78	(307)	307
Hanwell Fields Community Centre	6	0	(6)	0
Community Centre Refurbishments	84	0	(84)	84
Replacement Cabling Infrastructure for CCTV and Of	48	48	0	0
CCTV IP Transmission	21	21	0	0
Solar Photovoltaics at Sports Centre	97	17	(80)	80
Village Hall, Recreation Play Grants	37	0	(37)	7
Football Development Plan in Banbury	20	0	(20)	20
Woodgreen Leisure Centre including Car Parks & Footways	0	4	4	0
South West Bicester Sports Village	1,637	179	(1,458)	1,458
Athletics Track Refurbishment - North Oxfordshire	165	0	(165)	165
Stratfield Brake Repair Works	80	58	(22)	22
KGSC Athletics Track Replacement	202	125	(77)	77
Circular Walks DDA Works	2	0	(2)	0
Car Park Refurbishments	28	0	(28)	28
Implementing Vehicle Parks Proposals	17	0	(17)	17
Sports Centre Modernisation Programme	249	132	(117)	118
Energy Efficiency Projects	73	24	(49)	49
Off Road Parking Facilities	18	0	(18)	18
Urban Centres Improvements	15	0	(15)	15
Vehicle Replacement Programme	620	374	(246)	201
Recycling Bins	120	24	(96)	96
Fleet Management System	16	12	(4)	4
Mini MRF [Materials Recovery Facility]	29	0	(29)	29
Recycling Bank Replacement 1314	25	24	(1)	0
Vehicle Lifting Equipment	30	30	0	0
Thorpe Lane Depot Hard Standing	35	0	(35)	35
Iclipse Software Upgrade	11	11	0	0
Standardisation	31	31	(0)	0
Harmonisation	9	9	(0)	0
Renewal of PCs	42	62	20	0
Microsoft Licensing Agreement	50	67	17	0
Thin Client Extension	37	28	(9)	9
Core Business System Integration	48	24	(24)	24
Corporate Bookings System	50	31	(19)	19
Extended Contract for Website Hosting	20	0	(20)	20
Visualifies Upgrade	16	0	(16)	16
Server Replacement 1314	24	21	(3)	3
Financial System Upgrade	100	0	(100)	100

DESCRIPTION	ANNUAL BUDGET £000	ANNUAL SPEND £000	VARIANCE £000	Slippage Required £000
CDC&SNC Customer Services Desktop	20	0	(20)	20
Resourcelink Implementation	13	13	0	0
Cherwell Community Led Programme	4,158	4,061	(97)	97
Sanctuary Acquisition Merton and Cedar	15	15	0	0
Disabled Access Audit	15	0	(15)	15
Chasewell Community Centre Roof	15	13	(2)	0
Units 6&7 Thorpe Way Roof	84	51	(33)	0
23&24 Thorpe Place Roof Lights	27	0	(27)	27
Condition Survey Works	350	0	(350)	350
Replacement AC to Main Chamber Bodicote	80	0	(80)	80
Highfield Depot Redev of Office & Welfare Facilities	265	47	(218)	156
Bicester Community Building	3,200	163	(3,037)	3,037
Access to Highfield Depot	22	0	(22)	22
Bicester Cattle Market Car Park Phase 2	90	0	(90)	90
Bicester Pedestrianisation	250	0	(250)	250
Future Regeneration Schemes Preliminary Prof Fees	42	36	(6)	6
Old Bodicote House	345	58	(287)	262
Bicester Town Centre Redevelopment	2,750	8	(2,742)	250
Highfield Depot Repairs	16	0	(16)	0
Kidlington High Street Pedestrianisation	46	0	(46)	46
Orchard Way Refurbishment	250	251	1	0
Photovoltaic at Bodicote House & Banbury Museum	3	0	(3)	0
Disabled Facilities Grants	892	804	(88)	88
Discretionary Grants for Domestic Properties	385	237	(148)	101
Land Claypits Lane Bicester	56	0	(56)	56
Banbury Foyer & Banbury Youth Hub	68	58	(10)	0
Discretionary House Condition Grants	66	66	0	0
Capital Total	**18,156**	**7,451**	**(10,705)**	**7,974**

The capital programme has been financed using government grants, capital receipts and revenue contributions and is analysed by category below:

	31-Mar-14 £000
Sources of finance	
Capital Receipts	6,585
Funding from Earmarked Reserves through Revenue	327
Government Grants and Other Contributions	539
Donated Asset contribution	0
	7,451

2.6 Revaluations

A 20% revaluation has been completed in 2013-14 on 31 March 14 as listed in the table below. The full revaluation required every 5 years was completed in 2012-13 as part of preparing our statutory accounts. None of these revaluation gains and losses impact on the council tax.

Asset Description	Book Value 31 March 13	Gross Valuation 31 March 14	Revaluation GAIN	Revaluation LOSS
7 Acres at Wildmere Industrial Estate, Banbury	10,500	10,500	0	0
Caretaker's Lodge, Bodicote	230,000	240,000	10,000	0
Town Centre Car Parks	18,899,998	17,669,041	0	(1,230,957)
Unit 18 Thorpe Place, Banbury	63,000	63,000	0	0
Castle Quay Tourist Information Centre, Banbury	625,000	625,000	0	0
Former Spiceball Sports Centre, Banbury	720,000	685,000	0	(35,000)
Bridge Street Public Conveniences, Banbury	120,000	120,000	0	0
Claremont Public Conveniences, Bicester	174,000	157,500	0	(16,500)
Horsefair Public Conveniences, Banbury	240,000	250,000	10,000	0
Watts Way Public Convenience, Kidlington	127,000	157,500	30,500	0
Hardwick Community Association, Banbury		0	0	0
	21,209,498	**19,977,541**	**50,500**	**(1,282,457)**

Revaluation loss material movements:

Asset	Reasons
Town Centre Car Parks	The carparks valuation is volatile in nature which is why they will be revalued on an annual basis. The carparks making up the majority of the decreases are Cattle Market car park (£0.23m), Spiceball carpark (£0.27m), Claremont carpark (£0.13m) and South Bar carpark (£0.1m)

2.7 Reserves and Balances Summary

The Council's accounts are prepared on a going concern basis. In considering the sustainability of the Council's expenditure plans, a key factor is the level of reserves which are likely to be available to the Council and their ability to support the underlying level of expenditure in the long term.

We have made use of a number of earmarked reserves this year, utilising specifically set aside funds to assist in the funding of capital projects, invest to save initiatives, restructuring, self-insurance and to meet legal or planning appeals. A full list of these reserves is shown in Note 8.5. These reserves are reviewed regularly throughout the year to ensure that they are set at an appropriate level.

We maintain a general reserve to provide a financial cushion should something unexpected happen that may lead to significant unplanned expenditure and to assist with our longer term financial planning.

2.8 Treasury Management Performance

The Council has significant cash reserves which it invests through the Money Market. The interest earned is credited to the Income and Expenditure Account.

Treasury Management includes the management of cash flows, banking, money market transactions and capital market transaction; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.

For the Council this involves managing our cash flow on a daily basis and using the money market to make investments with approved counterparties to ensure best value for money.

As at 31 March 2014 we had a total of £56.4million (2012-13 £64.4million) invested, of which £9.2million were classified as cash and cash equivalents (2012-13 £9.2million).

2.9 Investments in Iceland

Cherwell District Council was one of at least 123 local authorities that were affected by the collapse of Icelandic banking institutions.

In October 2008, the Icelandic banks Landsbanki, Kaupthing and Glitnir collapsed and the UK subsidiaries of the banks, Heritable and Kaupthing Singer and Friedlander went into administration. The Council had £6.5m deposited with one of these institutions, Glitnir, with varying maturity dates and interest rates as follows:

Glitnir	Date Invested	Maturity Date	Amount Invested	Interest Rate
Investment 1	06/02/07	08/02/10	£2,000,000	5.74%
Investment 2	26/10/06	26/10/09	£2,000,000	5.72%
Investment 3	31/08/07	30/03/09	£2,500,000	6.30%
			£6,500,000	

The Icelandic Supreme Court decision to grant UK local authorities priority status, the winding up board made a distribution to creditors in a basket of currencies in March 2012. An element of the distribution is in Icelandic Kroner which has been placed in an escrow account in Iceland and is earning interest of 4.2%.
The Glitnir investment remaining in the Council's balance sheet at 31 March 2014 is £1.54m

Glitnir	Claim Ref	Total Claim Value	Claim Value in Escrow at 31/3/2014	Claim Value in Escrow at 31/3/2014
				£1 : 188.97 ISK
		ISK	**ISK**	**£**
Investment 1	1819	430,659,559	89,200,680	474,396
Investment 2	1870	436,659,157	90,443,370	481,005
Investment 3	1888	527,451,012	109,248,815	581,018
		1,394,769,728	288,892,865	1,536,419

The amounts were converted from Icelandic Kroner to GBP Sterling with the exchange rates as detailed within CIPFA LAAP Bulletin 82 Update 7. There was foreign exchange gain recognised of £7,335 at the balance sheet date.

2.10 Collection Fund

As a billing Council, the Council is required to maintain a Collection Fund, which accounts for the transactions relating to Council Tax and Business Rates. The balance carried forward at 31st March 2014 is £0.33m surplus.

The Business Rates element of this deficit is £1.38 million and will be shared by Cherwell District Council, Central Government and Oxfordshire County Council. The Billing Authority (Cherwell District Council) has always acted as an agent in terms of collecting business rates and distributing them to Central Government. The legislation has now changed and although the Billing Authority still acts as an agent the allocation of the business rates collected has changed and allows the Billing Authority to keep a proportion of any growth generated in business rates.

The transactions presented in the Collection Fund Statement are limited to the cash flows permitted by statute for the financial year, for business rates these were set on 31 January 2013. The Deficit that has arisen in the Collection Fund statement is the difference between the estimated collection of business rates set in January 2013 and the actual amount collected for the financial year 2013-14. The deficit will be recovered from Central Government, the Billing Authority and County Council in a subsequent financial year.

The Council Tax element of this surplus is £1.71 million and will be shared by the District Council, Oxfordshire County Council and the Police and Crime Commissioner.

2.11 Pension

The application of International Accounting Standard (IAS) 19 has resulted in a pension liability of £63.9 million shown in the Balance Sheet, an increase of £10.5 million in the year. The main drivers for this reduction include:

- The completion of the 2013 actuarial valuation has been rolled forward and the assessment at 31 March 2014 is based on the assumptions. The performance of the funds and the outcome of the valuation have led to an actuarial loss of £10.5m .

The liability represents our share of the liability to Oxfordshire County Council's Pension Fund. This amount is matched by a Pensions Reserve also shown on the Balance Sheet and therefore has no immediate impact on the Council's overall financial position and its General Fund Balances but does reduce the net worth of the Council.

Further details are set out in the Accounting Policies (Note 13.8.3) and Pension Notes (section 12).

2.12 Audit

The first draft of these accounts is scheduled to be endorsed for audit by the Chief Financial Officer no later than 30th June 2014.

2.13 Explanation of the Statements

The Statement of Accounts is supported by the Statement of Responsibilities, the Statement of Accounting Policies, the Core Statements and the associated notes. There is a short explanation of each of the core statements and in addition there is a glossary of financial terms to assist the reader.

Martin Henry BA (Hons) CPFA
Chief Financial Officer and Director of Resources **Date:**

3. STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS

3.1 The Council's responsibilities

The 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. In this Council, that officer is the Chief Financial Officer;

- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and

- approve the Statement of Accounts.

3.2 The Chief Financial Officer's responsibilities

The Chief Financial Officer (151 Officer) is responsible for the preparation of the Council's Statement of Accounts, in accordance with proper practices, as set out in the CIPFA/ LASAAC *Code of Practice on Local Council Accounting in the United Kingdom* (the Code of Practice).

In preparing this Statement of Accounts, the Chief Financial Officer has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the Local Authority Code;
- kept proper accounting records which were up to date; and
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

3.3 Chief Financial Officer Certificate

I certify that the Statement of Accounts gives a true and fair view of the financial position of the Council at the reporting date and of its expenditure and income for the year ended 31st March 2014.

Martin Henry BA (Hons) CPFA
Chief Financial Officer
Director of Resources **Date:**

3.4 Chairman of Accounts, Audit and Risk Committee Certificate

I certify that the Statement of Accounts has received the full approval of Members.

Councillor Mike Kerford Byrnes
Chairman of Accounts, Audit and Risk Committee **Date**:

4. MOVEMENT IN RESERVES STATEMENT

This statement shows the movement in the year on the different reserves held by the Council, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Council's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance for council tax setting and dwellings rent setting purposes. The Net Increase /Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the council.

		General Fund Balance	Earmarked Reserves	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Authority Reserves
		£000	£000	£000	£000	£000	£000	£000
Balance 1 April 2013	BS	**(3,690)**	**(10,861)**	**(30,392)**	**(47)**	**(44,990)**	**(79,067)**	**(124,057)**
Movement in reserves during 2013/14								
Surplus or (deficit) on the provision of service	CI&E	6,057				**6,057**		**6,057**
Other Comprehensive Income & Expenditure						**0**	9,612	**9,612**
Total Comprehensive Income & Expenditure		**6,057**	**0**	**0**	**0**	**6,057**	**9,612**	**15,669**
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 8.4)	8.4	(6,265)		5,183		**(1,082)**	1,082	**0**
Reversing Use of capital receipts to fund Glitnir, Iceland capitalisation								**0**
Increase / decrease before transfers to Earmarked Reserves		**(208)**	**0**	**5,183**	**0**	**4,975**	**10,694**	**15,669**
Transfers to/from Earmarked Reserves		2,853	(2,853)			**0**		**0**
Use of reserves for capital financing		(327)	327			**0**		**0**
Transfers to/from Financial Instrument Available for Sale Reserves		(33)				**(33)**	33	**0**
Total movements in Earmarked Reserves	**8.5**	**2,493**	**(2,526)**	**0**	**0**	**(33)**	**33**	**0**
Increase / decrease in 2013/14		**2,285**	**(2,526)**	**5,183**	**0**	**4,942**	**10,727**	**15,669**
Balance at 31 March 2014 carried forward		**(1,405)**	**(13,387)**	**(25,209)**	**(47)**	**(40,048)**	**(68,340)**	**(108,388)**

Comparative figures for 2012-13 are:

RESTATED		General Fund Balance	Earmarked Reserves	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Authority Reserves
		£000	£000	£000	£000	£000	£000	£000
Balance 1 April 2012	BS	**(3,687)**	**(10,223)**	**(38,954)**	**(567)**	**(53,431)**	**(56,746)**	**(110,177)**
Movement in reserves during 2012/13								
Surplus or (deficit) on the provision of service	CI&E	13,454	0	0	0	**13,454**	0	**13,454**
Other Comprehensive Income & Expenditure			0	0	0	**0**	(27,334)	**(27,334)**
Total Comprehensive Income & Expenditure		**13,454**	**0**	**0**	**0**	**13,454**	**(27,334)**	**(13,880)**
Adjustments between Accounting Basis and Funding Basis under Regulations (Note 8.4)	8.4	(14,517)	0	8,562	520	**(5,435)**	5,435	**0**
Reversing Use of capital receipts to fund Glitnir, Iceland capitalisation			0	0	0	**0**	0	**0**
Increase / decrease before transfers to Earmarked Reserves		**(1,063)**	**0**	**8,562**	**520**	**8,019**	**(21,899)**	**(13,880)**
Transfers to/from Earmarked Reserves		1,060	(1,060)	0	0	**0**	0	**0**
Use of reserves for capital financing		0	422	0	0	**422**	(422)	**0**
Write-off of Glitnir, Iceland investment		0	0	0	0	**0**	0	**0**
Total movements in Earmarked Reserves	**8.5**	**1,060**	**(638)**	**0**	**0**	**422**	**(422)**	**0**
Increase / decrease in 2012/13		**(3)**	**(638)**	**8,562**	**520**	**8,441**	**(22,321)**	**(13,880)**
Balance at 31 March 2013 carried forward		**(3,690)**	**(10,861)**	**(30,392)**	**(47)**	**(44,990)**	**(79,067)**	**(124,057)**

5. COMPREHENSIVE INCOME AND EXPENDITURE ACCOUNT

This 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. Councils raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

Gross Expenditure 31-Mar-13 £000	Gross Income 31-Mar-13 £000	Net Expenditure 31-Mar-13 £000 Restated		Gross Expenditure 31-Mar-14 £000	Gross Income 31-Mar-14 £000	Net Expenditure 31-Mar-14 £000
9,415	(8,448)	967	Central Services to the Public	1,266	(956)	310
5,767	(1,851)	3,916	Cultural & Related Services	7,140	(2,046)	5,094
8,704	(2,396)	6,308	Environmental Services	8,589	(2,574)	6,015
5,219	(2,599)	2,620	Planning & Development	5,737	(2,151)	3,586
0	0	0	Exceptional Costs - Flood Prevention			0
3,925	(2,206)	1,719	Highways, Roads & Transport Services	1,289	(2,050)	(761)
0	0	0	Housing Services			0
43,508	(38,578)	4,930	Other Housing Services (General Fund)	44,349	(39,864)	4,485
2,246	(70)	2,176	Coporate and Democratic Core	2,450	(85)	2,365
1,159	0	1,159	Non Distributed Services	1,300	0	1,300
79,943	**(56,148)**	**23,795**	**Net Cost of Services**	**72,121**	**(49,726)**	**22,395**
		3,066	Other Operating Expenditure (Note 8.6)			2,821
		5,193	Financing and Investment Income & Expenditure (Note 8.7)			440
		(18,600)	Taxation and Non-Specific Grant Income (Note 8.8			(19,599)
		13,454	**(Surplus) / deficit on Provision of Service**			**6,057**
		(24,895)	(Surplus) / deficit on the revaluation of non-current assets (Note 8.22.1)			1,037
		(2,439)	Actuarial (gains) / losses on pension assets & liabilities (Note 8.22.4)			8,575
		(27,334)	**Other Comprehensive Income & Expenditure**			**9,612**
		(13,880)	(Surplus)/ deficit on Total Comprehensive Income & Expenditure			**15,669**

6. BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Council. The net assets of the Council (assets less liabilities) are matched by the reserves held by the Council. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Council may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). The second category of reserves is those that the Council is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.

31 March 2013 Restated* £000		Notes	31 March 2014 £000
115,852	Property, Plant & Equipment	8.9	109,581
9,242	Investment Property	8.11	16,224
1,296	Intangible Assets	8.12	967
0	Long Term Investments	8.15	1,717
2,939	Long Term Debtors	8.17	3,167
129,329	**Long Term Assets**		**131,656**
53,366	Short Term Investments	8.15	45,184
235	Inventories		183
10,274	Short Term Debtors	8.17	12,530
11,049	Cash and Cash Equivalents	8.18	9,680
74,924	**Current Assets**		**67,577**
(1,891)	Bank Overdraft	8.18	(500)
(6,951)	Short Term Creditors	8.19	(7,041)
(2,752)	Receipts in Advance	8.19	(2,927)
(398)	Provisions	8.20	(708)
(11,992)	**Current Liabilities**		**(11,176)**
(53,348)	Other Long Term Liabilities	8.22.4	(63,907)
(694)	Provisions	8.20	(1,657)
(14,162)	Capital Grants Receipts in Advance	8.33	(14,105)
(68,204)	**Long Term Liabilities**		**(79,669)**
124,057	**Net Assets**		**108,388**
(44,990)	Useable Reserves	8.21	(40,048)
(79,067)	Unusable Reserves	8.22	(68,340)
(124,057)	**Total Reserves**		**(108,388)**

* 31 March 2013 Restated relates to a Prior Period Adjustment, the additional Note 8.40 explains this adjustment.

7. CASH FLOW STATEMENT

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council 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 Council are funded by way of taxation and grant income or from the recipients of services provided by the Council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Council.

31-Mar-13 Restated £000		Note	31-Mar-14 £000
(13,454)	Net Surplus or (Deficit) on the Provision of Services	8.23	(6,057)
12,920	Adjustments to net surplus or deficit on the provision of services for non-cash movements	8.23	9,206
(678)	Adjustments for items included in the net surplus or deficit on the provision of services that are investing or financing activities	8.23	3,916
(1,212)	Net cash flows from Operating Activities	8.23	7,065
(5,075)	Investing Activities	8.24	(9,428)
2,332	Financing Activities	8.25	2,385
(3,955)	Net increase or (decrease) in cash and cash equivalents		22
13,113	Cash and cash equivalents at the beginning of the reporting period	8.18	9,158
9,158	**Cash and cash equivalents at the end of the reporting period**	**8.18**	**9,180**

8. NOTES TO THE CORE FINANCIAL STATEMENTS

8.1 Critical judgements in applying accounting polices

In applying the accounting policies set out in Note 13, the 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:

Future Funding of Local Government

There is a high degree of uncertainty about future levels of funding for local government. However, the Council has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Council might be impaired as a result of a need to close facilities and reduce levels of service provision.

Heritage Assets

The 2013-14 Code adopts the requirements of FRS 30 *Heritage Asset.* Heritage assets are maintained principally for their contribution to knowledge and culture and it is this which distinguishes them from other assets. They are held by the Council in pursuit of its overall objectives in relation to the maintenance of heritage.

The Council has reviewed its current Community Asset portfolio and concluded that none of these assets meet the definition of a Heritage Asset and falls outside the scope of FRS 30 and continues to be accounted for as Community Assets on the Balance Sheet.

The Council transferred the Banbury Museum operations to Banbury Museum Trust on 1 November 2013, but the Council still retain the museum building. The Council has reviewed the arrangements in relation to Banbury Museum and concluded that the museum building does not meet the definition of a Heritage Asset and falls outside the scope of FRS 30, as the economic benefit or service potential generated is as a result of the operational function it provides.

8.2 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 uncertainty that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities within the next financial year are as follows

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
Depreciation of Property, Plant & Equipment	The Council assigns useful lives and residual values to property, plant and equipment based on periodic studies of actual asset lives and the intended use for those assets. Changes in circumstances such as technological advances, prospective economic	Where the Council determines that the useful life of property, plant and equipment should be shortened or residual value reduced, it depreciates the net book value in excess of the residual value over the revised

	utilisation and physical condition of the assets concerned could result in the actual useful lives or residual values differing from initial estimates.	remaining useful life, thereby increasing depreciation expense. Any change in an asset's life or residual value is reflected in the Council's accounts when the change in estimate is determined. The carrying value of assets in the balance sheet is £109,440k
Impairment of Property, Plant & Equipment & Intangible Assets	The Council assesses the impairment of property, plant and equipment and intangible assets (excluding goodwill) whenever events or changes in circumstances indicate that the carrying value may not be recoverable or otherwise as required by accounting standards Factors that are considered important and which could trigger an impairment review include the following: • obsolescence or physical damage; • significant changes in technology and regulatory environments; • significant underperformance relative to expected historical or projected future operating results; • significant changes in the use of its assets or the strategy of the overall business; • significant negative industry or economic trends; and • significant decline in the market capitalisation relative to net book value for a sustained period.	The identification of impairment indicators, the estimation of future cash flows and the determination of the recoverable amount for assets or cash generating units requires significant judgement which is determined by a qualified valuer.
Fair Value Estimation		The nominal value of receivables (less any valuation allowance) and payables are assumed to approximate their fair values. Judgement is required in determining the appropriate assumptions underlying those inputs and forecasts. The fair value of financial liabilities measured at amortised cost is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments. Discounted cash flows are used to determine the fair value for the majority of remaining financial instruments.

Impairment allowance for doubtful debt	The Impairment allowance for doubtful debt reflects the Council's estimates of losses arising from the failure or inability of the Council's customers to make required payments. The allowance is based on the ageing of customer accounts, customer credit worthiness and the Council's historical write-off experience.	Changes to the allowance may be required if the financial condition of the Council's customers improves or deteriorates. An improvement in financial condition may result in lower actual write-offs.
Pensions	The Council provides one defined benefit pension scheme for its employees. The asset (or liability) recognised in the statement of financial position in respect of defined benefit pension plans represents the fair value of plan assets less the present value of the defined benefit obligations at the reporting date. The expected cost of providing these defined benefit pensions will depend on an assessment of such factors as: • the life expectancy of the Officers; • the length of service; • the rate of salary progression; • the rate of return earned on assets in the future; • the rate used to discount future pension liabilities; and • future inflation rates.	The assumptions used by the Council are set out in note 12 and are estimates chosen from a range of possible actuarial assumptions which may not necessarily be borne out in practice but have been comparable to the median estimates in this regard used by other Councils. Changes to these assumptions could materially affect the size of the defined benefit scheme's liabilities and assets disclosed in note 12.

8.3 Events after the balance sheet date

The Statement of Accounts will be authorised for issue by the Chief Financial officer on 17 September 2014. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2014, the figures in the financial statements and notes will be adjusted in all material respects to reflect the impact of this information.

8.4 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 Council in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Council to meet future capital and revenue expenditure.

31-Mar-14	General Fund Balance	Earmarked Reserves	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves
	£000	£000	£000	£000	£000
Adjustments involving the Capital Adjustment Account:					
Reversal of items debited or credited to the CIES:					
Charges for depreciation and impairment of non current assets	(3,950)				**(3,950)**
Amortisation of intangible assets	(431)				**(431)**
Revaluation losses on Property Plant and Equipment	(437)				**(437)**
Revenue expenditure funded from capital under statute	(1,351)				**(1,351)**
Movements in the market value of Investment Properties - I&E	178				**178**
Amounts of Non-current Assets written off on disposal or sale as part of the gain/loss on disposal to the CIES	(41)				**(41)**
FV and Historic Cost Depreciation Adjustment					
Contributions in relation to donated assets credited to the CIES					
Capital expenditure charged against the General Fund (RCCO)	327				**327**
Adjustments involving the Capital Grants Unapplied Account					
Capital Grants and contributions unapplied credited to the CIES					
Application of grants to capital financing transferred to the CAA	539				**539**
Adjustments involving the Capital Receipts Reserve:					
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the CIES	57		(57)		
Other capital cash receipts	1,344		(1,344)		**0**
Use of the Capital Receipts Reserve to finance new capital expenditure			6,585		**6,585**
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(3)		3		**0**
					0
Adjustments Involving the Deferred Capital Receipts Reserve:					**0**
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the CIES			(4)		**(4)**
					0
Adjustments involving the Pensions Reserve:					**0**
Reversal of items relating to retirement benefits debited or credited to the CIES	(4,834)				**(4,834)**
Employer's pensions contributions and direct payments to pensioners payable in the year	2,850				**2,850**
					0
Adjustments involving the Collection Fund Adjustments Account:					**0**
Amount by which council tax income credited to the CIES is different from the council tax income calculated for the year in accordance with statutory requirements	29	0			**29**
Amount by which non-domestic rates income credited to the CIES is different from the non-domestic rates income calculated for the year in accordance with statutory requirements	(533)				**(533)**
Adjustment involving the Accumulated Absences Account					
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	(9)				**(9)**
TOTAL ADJUSTMENTS	**(6,266)**		**5,183**	**0**	**(1,083)**

Comparative figures for 2012-13 are:

31-Mar-13	General Fund Balance Restated	Capital Receipts Reserve	Capital Grants Unapplied	Unusable Reserves
	£000	£000	£000	£000
Adjustments involving the Capital Adjustment Account:				
Reversal of items debited or credited to the CIES:				
Charges for depreciation and impairment of non-current assets	(4,186)			**4,186**
Amortisation of intangible assets	(305)			**305**
Revaluation losses on Property Plant and Equipment	(3,188)			**3,188**
Revenue expenditure funded from capital under statute	(1,445)			**1,445**
Movements in the market value of Investment Properties - I&E	(5,093)			**5,093**
Amounts of Non-current Assets written off on disposal or sale as part of the gain/loss on disposal to the CIES	(21)			**21**
FV and Historic Cost Depreciation Adjustment				**0**
Contributions in relation to donated assets credited to the CIES	565			**(565)**
Capital expenditure charged against the General Fund (RCCO)	24			**(24)**
Adjustments involving the Capital Grants Unapplied Account				
Capital Grants and contributions unapplied credited to the CIES	(520)		520	
Application of grants to capital financing transferred to the CAA	544			**(544)**
Adjustments involving the Capital Receipts Reserve:				
Other capital cash receipts	1,052	(1,052)		
Use of the Capital Receipts Reserve to finance new capital expenditure		9,616		**(9,616)**
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(8)	8		**0**
Adjustments Involving the Deferred Capital Receipts Reserve:				
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the CIES		(10)		**10**
Adjustments involving the Pensions Reserve:				
Reversal of items relating to retirement benefits debited or credited to the CIES	(4,837)			**4,150**
Employer's pensions contributions and direct payments to pensioners payable in the year	2,822			**(2,822)**
Adjustments involving the Collection Fund Adjustments Account:				
Amount by which council tax income credited to the CIES is different from the council tax income calculated for the year in accordance with statutory requirements	59			**(59)**
Adjustment involving the Accumulated Absences Account				
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	20			**(20)**
TOTAL ADJUSTMENTS	**(14,516)**	**8,562**	**520**	**4,748**

8.5 Earmarked Reserves

This note sets out the amounts set aside from the General Fund balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund expenditure in 2013-14.

Reserve	Balance 31-Mar-13	Transfer in	Transfer out	Year End Review of Reserves	Statutory Accounts Balance 31-Mar-14
General Fund:	**£000s**	**£000s**	**£000s**	**£000s**	**£000s**
Self-Insurance	(160)	0	0	0	(160)
Joint Working	0	0	0	0	0
Building Control	(47)	0	0	0	(47)
Plant & Transport Renewals Fund	(250)	0	250	0	0
High Speed 2	(14)	0	0	0	(14)
Wheeled Bin Replacements	(150)	0	24	0	(126)
Environmental Warranties	(2,240)	0	0	0	(2,240)
Corporate Transformation	(744)	0	89	0	(655)
Planning Control	(600)	(150)	0	132	(618)
Planning Policy	(500)	(197)	397	0	(300)
Corporate IT	(300)	0	157	0	(143)
Hanwell Fields Open Space	(89)	0	10	0	(79)
Licensing	(70)	0	0	0	(70)
Elections	(50)	(77)	0	0	(127)
Jubilee / Olympics	(21)	0	0	0	(21)
Economic Risk	(250)	0	0	0	(250)
Country Park Option Appraisal	(50)	0	0	0	(50)
Special Initiatives	(300)	0	267	0	(33)
Welfare Reform	(150)	0	0	0	(150)
Apprentice	(50)	0	9	0	(41)
Heat Network	0	(90)	0	0	(90)
General Fund Items	0	(388)	0	0	(388)
Investment Income Equalisation Reserve	0	(304)	0	304	0
Retained Business Rates	0	(523)	0	0	(523)
Discretionary Rates Contingency Reserve	0	(128)	0	128	0
Country Park Reserve	0	(50)	0	0	(50)
S31 Grants	0	(385)	0	0	(385)
NHB - Affordable Housing	0	(126)	0	0	(126)
NHB - Economic Development	0	(726)	0	0	(726)
Graven Hill Equalisation Reserve	0	0	0	(2,800)	(2,800)
Housing Reserve	0	0	0	(100)	(100)
	(6,036)	**(3,144)**	**1,203**	**(2,336)**	**(10,313)**
Earmarked Reserves from Grants & Contributions					
Eco Town Revenue	(1,512)	(81)	437	0	(1,156)
Planning Delivery Grant	(481)	0	150	0	(331)
Broadfield Road Yarnton Sports	(150)	0	146	0	(5)
Homelessness Prevention	(167)	0	70	0	(97)
Planning Policy Statement Climate Change	(82)	0	0	0	(82)
Government Grant LABGI	(49)	0	24	0	(25)
Bicester Fields Main Park	(96)	0	0	0	(96)
Flood Recovery Grant	(94)	0	0	0	(94)
Bicester Youth Bus	(65)	0	0	0	(65)
Dovecote Milcombe	(57)	0	0	0	(57)
Area Based Grant	(83)	0	0	0	(83)
New Homes Bonus	(1,142)	(551)	1,136	546	(11)
Green Deal Pioneer Places	(145)	0	75	0	(70)
Local Government Resource Review	(84)	0	0	(45)	(129)
New Burdens Grant	(33)	(84)	9	0	(108)
Brighter Futures Reserve Account	(67)	(43)	0	0	(110)
Courtyard Youth Arts	0	(82)	0	0	(82)
Total of smaller grants and contributions under £65,000	(519)	(46)	56	35	(474)
	(4,825)	**(887)**	**2,103**	**536**	**(3,074)**
Total Earmarked Reserves	**(10,861)**	**(4,031)**	**3,306**	**(1,800)**	**(13,387)**

Comparative figures for 2012-13 are:

Reserve	Balance 31-Mar-12	Transfer in	Transfer out	Year End Review of Reserves	Statutory Accounts Balance 31-Mar-13
General Fund:	**£000**	**£000**	**£000**	**£000**	**£000**
Self-Insurance	(350)	0	102	88	(160)
Building Control	(47)	0	0		(47)
Plant & Transport Renewals Fund	(400)	0	400	(250)	(250)
High Speed 2	(14)	0	0		(14)
Wheeled Bin Replacements	(240)	0	22	68	(150)
Environmental Warranties	(2,601)	0	57	303	(2,240)
Corporate Transformation	(708)	0	80	(116)	(744)
Planning Control	(699)	0	0	99	(600)
Planning Policy	(650)	(356)	462	44	(500)
Corporate IT	(300)	(11)	125	(114)	(300)
Hanwell Fields Open Space	(91)	0	2		(89)
Licensing	(69)	(46)	0	45	(70)
Elections	(50)	0	0		(50)
Olympics Legacy	(50)	0	29		(21)
Economic Risk	0	(250)	0		(250)
Country Park Option Appraisal	0	(50)	0		(50)
Special Initiatives	0	(269)	0	(31)	(300)
Welfare Reform	0			(150)	(150)
Apprentices	0	(64)	0	14	(50)
	(6,269)	**(1,046)**	**1,279**	**0**	**(6,036)**
Earmarked Reserves from Grants & Contributions					
Eco Town Revenue	(1,665)	(145)	298	0	(1,512)
Planning Delivery Grant	(514)	0	34	0	(480)
Broadfield Road Yarnton Sports	(159)	(1)	10	0	(150)
Homelessness Prevention	(197)	0	30	0	(167)
Planning Policy Statement Climate Change	(82)	0	0	0	(82)
Government Grant LABGI	(80)	0	31	0	(49)
Bicester Fields Main Park	(98)	(0)	0	0	(98)
Flood Recovery Grant	(94)	0	0	0	(94)
Bicester Youth Bus	(65)	0	0	0	(65)
Dovecote Milcombe	(55)	(0)	0	0	(55)
Area Based Grant	(84)	0	2	0	(82)
New Homes Bonus	(496)	(646)	0	0	(1,142)
Green Deal Pioneer Places	0	(145)	0	0	(145)
Local Government Resource Review	0	(84)	0	0	(84)
Total of smaller grants and contributions under £50,000	(365)	(286)	31	0	(620)
	(3,954)	**(1,307)**	**436**	**0**	**(4,825)**
Total Earmarked Reserves	**(10,223)**	**(2,353)**	**1,715**	**0**	**(10,861)**

The following table gives an indication on how the earmarked reserves > £350,000 will be used:

Environmental Warranties	To fund commitment on asbestos for the period associated with Stock Transfer Contract
Corporate Transformation	Change reserve to fund restructuring and business transformation projects
Planning Control	Created to cover planning appeals
General Fund Items	Budget carry forward requests
Retained Business Rates	Retained business rates from 2013-14
S31 Grant	Retained business rates from 2013-14
NHB - Economic Development	To enable economic development to take place across the district
Graven Hill Equalisation Reserve	To minimise the borrowing impact on the Council's net revenue budget for the Graven Hill project
Eco Town Revenue	Funds for the Eco Town in Bicester
Total smaller grants & contributions under £65,000	Each of these individual grants & contributions do not exceed £350,000

8.6 Other Operating Expenditure

31-Mar-13 £000		31-Mar-14 £000
4,089	Parish Council Precepts	4,177
8	Payments to the Government Housing Capital Receipts Pool	3
21	(Gains) / losses on the disposal of non current assets	(15)
(1,052)	Income from disposal of capital interests	(1,344)
3,066	**Total**	**2,821**

8.7 Financing and Investment Income and Expenditure

31-Mar-13 Restated £000		31-Mar-14 £000
0	Interest payable and similar charges	0
2,409	Pensions interest cost and expected return on pensions assets	2,229
(920)	Interest receivable and similar income	(533)
(779)	Income and expenditure in relation to investment properties and changes in their fair value	(142)
(97)	Other investment income / expenditure (Glitnir)	(69)
0	Surplus/Deficit on Revaluation of Assets for Sale	33
(100)	Finance Lease Income	(100)
(1,292)	Surplus on trading undertakings (note 8.11)	(978)
5,193	**Total**	**440**

8.8 Taxation and Non Specific Grant Income

31-Mar-13 £000		31-Mar-14 £000
(10,539)	Council Tax Income	(10,207)
(156)	Council Tax Freeze Grant	(63)
(7,629)	Non Domestic Rates	0
(148)	Non-ringfenced government grants	(5,400)
(83)	Capital grants and contributions	(69)
0	Business Rates Retention Scheme	(3,859)
(565)	Donated Asset contribution	0
520	Reversal capital grants and contribution deposits	0
(18,600)	**Total**	**(19,599)**

8.9 Property, Plant & Equipment

At Cherwell District Council, for the financial year 2013-14, all property valuations are carried out by John Slack MRICS, Chief Valuer Regeneration and Estates. The bases of valuations are undertaken in accordance with the Statement of Asset Valuation Practice and Guidance Notes, published by the Royal Institute of Chartered Surveyors (RICS).

31-Mar-14	Operational Assets			Community Assets	Non-Operational Assets		Total
	Other Land & Buildings	Vehicles, Plant & Equipment	Infrastructure		Assets Held For Sale	Assets under Construction	
	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Cost or valuation							
As at 1st April 2013	115,241	9,164	5,371	386	0	7,987	138,149
Additions	451	688	4	0	0	4,411	5,554
Derecognition - Disposals	(42)	(215)	0	0	0	0	(257)
Revaluation increases / decreases recognised in the Revaluation Reserve	(1,037)	0	0	0	0	0	(1,037)
Revaluation increases / decreases recognised in the Surplus / Deficit on the Provision of Services	(77)	0	0	0	0	(360)	(437)
Reclassification	350	0	0	0	0	(6,852)	(6,502)
Other movements in Cost or Valuation	(135)	(240)					(375)
As at 31st March 2014	**114,751**	**9,397**	**5,375**	**386**	**0**	**5,186**	**135,095**
Accumulated Depreciation and Impairment							
As at 1st April 2013	(13,879)	(6,719)	(1,636)	(62)	0	0	(22,296)
Depreciation Charge	(2,834)	(928)	(186)	0	0	0	(3,948)
Derecognition - Disposals	0	215	0	0	0	0	215
Depreciation written out to the Revaluation Reserve	0	0	0	0	0	0	0
Impairment losses recognised in the Revaluation Reserve		0	0	0	0	0	0
Impairment losses recognised in the Surplus / Deficit on the Provision of Services	0	0	0	0	0	0	0
Acc. Depreciation WO to GCA	135	381	0	0	0	0	516
As at 31st March 2014	**(16,578)**	**(7,052)**	**(1,822)**	**(62)**	**0**	**0**	**(25,514)**
Net Book Value							
At 31st March 2014	98,172	2,346	3,552	324	0	5,186	109,581
At 31st March 2013	101,362	2,445	3,734	324	0	7,987	115,852

Comparative Movements in 2012-13:

31-Mar-13	Operational Assets			Community Assets	Non-Operational Assets		Total
	Other Land & Buildings	Vehicles, Plant & Equipment	Infrastructure		Assets Held For Sale	Assets under Construction	
	£000	£000	£000	£000	£000	£000	£000
Cost or valuation							
As at 1st April 2012	98,790	9,130	5,371	396	0	241	113,927
Additions	1,186	530	0	0	0	7,746	9,462
Derecognition - Disposals	0	(495)	0	(10)	0	0	(505)
Revaluation increases / decreases recognised in the Revaluation Reserve	18,472	0	0	0	0	0	18,472
Revaluation increases / decreases recognised in the Surplus / Deficit on the Provision of Services	(3,045)	0	0	0	0	0	(3,045)
Reclassification	(162)	0	0	0	0	0	(162)
Other movements in Cost or Valuation							0
As at 31st March 2013	**115,241**	**9,164**	**5,371**	**386**	**0**	**7,987**	**138,149**
Accumulated Depreciation and Impairment							
As at 1st April 2012	(17,494)	(5,868)	(1,450)	(63)	0	0	(24,875)
Depreciation Charge	(2,664)	(1,335)	(186)	(1)	0	0	(4,186)
Derecognition - Disposals	0	484	0	1	0	0	485
Depreciation written out to the Revaluation Reserve	6,280	0	0	0	0	0	6,280
Impairment losses recognised in the Revaluation Reserve		0	0	0	0	0	0
Impairment losses recognised in the Surplus / Deficit on the Provision of Services	0	0	0	0	0	0	0
As at 31st March 2013	**(13,879)**	**(6,719)**	**(1,636)**	**(62)**	**0**	**0**	**(22,297)**
Net Book Value							
At 31st March 2013	101,362	2,445	3,734	324	0	7,987	115,852
At 31st March 2012	81,296	3,262	3,920	333	0	241	89,052

The table below distinguishes between assets held at "historical cost" and at "fair value" in the balance sheet.

	Other Land & Buildings	Vehicles, Plant & Equipment	Infrastructure	Community Assets	Asset under Construction	Total
	£000s	£000s	£000s	£000s	£000s	£000s
Carried at historical cost	451	2,347	3,553	0	0	6,351
Valued at Fair Value @						
31-Mar-14	19,967	0	0	11	5,186	25,164
31-Mar-13	77,754	0	0	313	0	78,067
31-Mar-12	0	0	0	0	0	0
31-Mar-11	0	0	0	0	0	0
31-Mar-10	0	0	0	0	0	0
Total Value At 31st March 2014	**98,172**	**2,347**	**3,553**	**324**	**5,186**	**109,582**

Revaluations

The Council carries out a rolling programme that ensures that all Property Plant & Equipment required to be measured at fair value is re valued every five years. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standard of the Royal Institute of Chartered Surveyors. Vehicle plant and equipment are carried at depreciated historic cost. In 2013-14 a 20% valuation exercise was undertaken by the Chief Valuer.

8.10 Heritage Assets

As set out in our summary of significant accounting policies, the Council requires heritage assets to be carried in the balance sheet at valuation.

In the Council's critical judgements in applying accounting policies (see Note 8.1), the Council has concluded that there are no assets to recognise on its balance sheet that were not previously recognised or no heritage assets previously recognised within community assets that should be reclassified as heritage assets in the Balance Sheet.

8.11 Investment Properties

The following items of income and expenditure have been accounted for in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement:

31-Mar-13 Restated £000		**31-Mar-14 £000**
2,020	Rental Income from investment property	1,441
(442)	Direct operating expenses arising from investment property	(463)
1,578	**Net gain**	**978**

There are no restrictions on the Council's ability to realise the value inherent in its investment property or on the Council's right to the remittance of income and the proceeds of disposal.

The following table summarises the movement in the fair value of investment properties over the year:

31-Mar-13 Restated £000		**31-Mar-14 £000**
8,288	**Balance at start of the year**	9,242
	Additions:	
13	Subsequent expenditure	303
779	Net gains/losses from Investment Property fair value adjustments	177
	Transfers:	
162	To/from Property, Plant and Equipment	6,502
9,242	**Balance at end of the year**	**16,224**

8.12 Intangible Assets

The Council accounts for its software as intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment. The intangible assets the Council holds are all purchased licenses and software.

All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to the Council. The total amounts held for each category of useful lives are:

31-Mar-13		31-Mar-14
£000	**Software and Licences**	**£000**
0	1 Year	0
127	3 Years	133
33	4 Years	13
923	5 Years	650
0	7 Years	0
213	10 Years	171
1,296		**967**

The carrying amount of intangible assets is amortised on a straight-line basis. The amortisation of £431,000 charged to revenue in 2013-14 was mostly charged to the ICT infrastructure support cost centre and then absorbed as an overhead across all the service headings in the Net Expenditure of Services.

The movement on Intangible Asset balances during the year is as follows:

31-Mar-13		31-Mar-14
£000	**Software and Licences**	**£000**
	Balance at start of year:	3,917
3,665	Gross carrying amounts	(2,621)
(2,316)	Accumulated amortisation	
1,349	Net carrying amount at start of year	1,296
	Additions:	
252	Purchases	243
0	Disposals Gross Carrying Amount	0
0	Disposals amortisation	0
0		(141)
(305)	Amortisation for the period	(431)
1,296	**Net carrying amount at end of year**	**967**
	Comprising:	
3,917	Gross carrying amounts	4,353
(2,621)	Accumulated amortisation	(3,386)
1,296		**967**

8.13 Commitments under Capital Contracts

As at 31st March 2014 the Council had entered into contracts for the construction or enhancement of property, plant and equipment in 2014-15. These commitments were:-

Council Approved Capital Commitments

	Total Contract Value £000	Previously Spent £000	2014/15 £000
South West Bicester Sports Village	847	491	356
Bicester Community Building	594	163	431
Biomass Heating System	385	78	307
Replacement Refuse Vehicles	620	419	201
	2,446	1,151	3,901

Graven Hill
The sale of Bicester's Graven Hill site has been completed with Cherwell District Council, through a company limited by shares, taking ownership of the site from the Ministry of Defence (MoD).

The Council has, through Graven Hill Development Company, purchased the land from the MoD for £27.25m (payable in installments connected with access to parcels of land over a 5 year period). Graven Hill will deliver the UK's first large-scale self-build community of up to 1,900 homes and one million square feet of commercial space.

This is a multimillion pound project which cannot be met from existing capital resources. Therefore the associated costs will be financed through borrowing in line with the Council's Treasury Management Strategy.

8.14 Revenue Expenditure funded from Capital under Statute

The following analysis represents capital expenditure incurred during 2013-14 which did not result in the creation of a tangible asset owned by the Council. This expenditure has been written off to revenue in 2013-14.

31-Mar-13 £000	Type of Charge	31-Mar-14 £000
763	Disabled Facilities Grant	804
302	Housing Homelessness	15
90	Community Improvement Schemes	94
151	Local Council Social Housing Grant	65
90	Other Discretionary Grants	237
0	Energy Efficiency Schemes	91
50	Eco Town, Bicester	45
1,445		**1,351**

8.15 Treasury Investments

31-Mar-13 £000		31-Mar-14 £000
	Long Term Investments	
0	Available for Sale Financial Assets	1,717
0		**1,717**
	Current Investments	
41,526	Fixed Term Loans and Receivables	35,182
11,840	Fair Value through I&E Investments	0
0	Available for Sale Financial Assets	10,002
53,366		**45,184**
53,366		**46,901**

Analysis of Investments

Long Term Investments – Available for Sale Financial Asset

This investment is a UK Gilt Holding due to mature in 2018. The carrying value is adjusted for any notional loss / gain.

Current Investments - Fixed-term loans and receivables

These investments are fixed term and fixed interest rate cash deposits with Banks and Building Societies. The carrying value includes the principal sum plus accrued interest.

Current Investments - Fair value through Income and Expenditure Investments

In 2012-13 this represented funds held with fund managers Investec. These were returned to in house control within 2013-14.

Current Investments – Available for Sale Financial Assets
These short term investments are Certificates of Deposits. These are valued at bid price and all income and material gains and losses, is taken to the Comprehensive Income & Expenditure Account.

Investment gains and losses

		31-Mar-14			
31-Mar-13 £000		**Loans and Receivables £000**	**Fair value through I&E £000**	**Available for sale Financial Assets £000**	**Total £000**
(920)	Interest and Investment Income	(529)	(2)	(2)	(533)
(920)		**(559)**	**(2)**	**(2)**	**(533)**
0	Gains on forward deals	0	0	0	0
0	Impairment of Iceland investments	0	0	0	0
0		**0**	**0**	**0**	**0**
(920)	**Net gain**	**(529)**	**(2)**	**(2)**	**(533)**

8.16 Financial Instruments

8.16.1 Carrying Values

Financial assets comprise long-term and short-term investments, long-term debtors, short-term debtors (excluding statutory debts such as Council Tax, Non-Domestic Rates, rent allowances, precepts, etc) and cash & cash equivalents. Financial liabilities are creditors excluding statutory obligations that arise from contracts.

For each category, the financial instruments disclosed in the Balance Sheet are carried at the following values:

Long Term 31-Mar-13 £000	Current 31-Mar-13 £000		Long Term 31-Mar-14 £000	Current 31-Mar-14 £000
0	41,526	Fixed Term Loans & Receivables	0	35,182
0	11,840	Fair Value through I&E Investments	0	0
0	0	Available for Sale Financial Assets	1,717	10,002
0	11,049	Cash & Cash Equivalents	0	9,680
83	4,248	Financial Assets carried at contract amount (Trade Debtors)	311	3,882
83	**68,663**	**Total Financial Assets**	**2,028**	**58,746**
0	(1,891)	Bank Overdraft	0	(500)
0	(6,879)	Creditors	0	(7,040)
0	**(8,770)**	**Total Financial Liabilities**	**0**	**(7,540)**

8.16.2 Fair Value

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arms-length transaction. Financial liabilities and financial assets represented by loans and receivables are carried on the balance sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments, using the following assumptions:

- Where an instrument will mature in the next 12 months, the carrying amount is assumed to be approximate to fair value.
- The fair value of trade and other receivables is taken to be the invoiced or billed amount.

Carrying Value 31-Mar-13 £000	Fair Value 31-Mar-13 £000		Carrying Value 31-Mar-14 £000	Fair Value 31-Mar-14 £000
0	11,049	Cash Equivalents	0	9,680
0	0	Long Term Investments	0	1,717
0	53,366	Short Term Investments	0	45,184
83	4,248	Trade Debtors	311	3,882
83	**68,663**	**Total**	**311**	**60,463**

As at 31st March 2014 the council held a UK Gilt holding which has been categorised as long term as its maturity date is 2018.

8.16.3 Income, Expense, Gains & Losses

The income, expenses, gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments are as follows:

	Financial Liabilities		Financial Assets		
	Liabilities at amortised cost	Loans & Receivables	Assets at fair value through I&E	Available for Sale Financial Assets	Total
	31-Mar-14	31-Mar-14	31-Mar-14	31-Mar-14	31-Mar-14
	£000	£000	£000	£000	£000
Interest expense	0	0	0	0	**0**
Impairment losses	0	0	0	0	**0**
Total expense in the Surplus or deficit on the Provision of Service	0	0	0	0	0
Interest income	0	(529)	(2)	(2)	(533)
Total income in the Surplus or deficit on the Provision of Service	**0**	**(529)**	**(2)**	**(2)**	**(533)**
Net (gain) / loss for the year	**0**	**(529)**	**(2)**	**(2)**	**(533)**

2012-13 table has been restated to incorporate the column Available for sale, although no figures required in it

Comparative figures for 2012-13 are:

	Financial Liabilities		Financial Assets		
	Liabilities at amortised cost	Loans & Receivables	Assets at fair value through I&E	Available for Sale Financial Assets	Total
	31-Mar-13	31-Mar-13	31-Mar-13	31-Mar-13	31-Mar-13
	£000	£000	£000	£000	£000
Interest expense	0	0	0	0	**0**
Impairment losses	0	0	0	0	**0**
Total expense in the Surplus or deficit on the Provision of Service	0	0	0	0	0
Interest income	0	(917)	(3)	(0)	(920)
Total income in the Surplus or deficit on the Provision of Service	**0**	**(917)**	**(3)**	**(0)**	**(920)**
Net (gain) / loss for the year	**0**	**(917)**	**(3)**	**(0)**	**(920)**

8.16.4 Key Risks

The Council's activities expose it to a variety of financial risks. The Council does not require debt financing and currently does not have any debt exposure. As such the key risks are in relation to financial assets and are:

- Credit risk – the possibility that other parties might fail to pay amounts due to the Council;
- Liquidity risk – the possibility that the Council might not have funds available to meet its commitments to make payments;
- Re-financing risk – the possibility that the Council might be requiring to renew a financial instrument on maturity at disadvantageous interest rates or terms;
- Market risk - the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates movements.

Overall Procedures for Managing Risk

The Council's overall risk management procedures focus on the unpredictability of financial markets, and are structured to implement suitable controls to minimise these risks. The procedures for risk management are set out through a legal framework set out in the *Local Government Act 2003* and the associated regulations. These require the Council to comply with the CIPFA Prudential Code, the CIPFA Code of Practice on Treasury Management in the Public Services and investment guidance issued through the Act. Overall these procedures require the Council to manage risk in the following ways:

- by formally adopting the requirements of the CIPFA Treasury Management Code of Practice;
- by the adoption of a Treasury Policy Statement and treasury management clauses with its financial regulations;
- by approving annually in advance prudential indicators for the following three years limiting:
    - The Council's overall borrowing;
    - Its maximum and minimum exposures to fixed and variable rates;
    - Its maximum and minimum exposures as to the maturity structure of its debt;
    - Its maximum annual exposures to investments maturing beyond a year.
- by approving an investment strategy for the forthcoming year setting out its criteria for both investing and selecting investment counterparties in compliance with the Government Guidance.

These are required to be reported and approved at or before the Council's annual Council Tax setting meeting. These items are reported with the annual treasury management strategy which outlines the detailed approach to managing risk in relation to the Council's financial instrument exposure. Actual performance is also reported annually to Members.

The 2013-14 annual treasury management strategy which incorporates the prudential indicators was approved by Council in February 2013 and is available on the Council website. During 2013-14 the Council had divided its investments into two categories:

In-house funds: The Council has in-house managed funds which are mainly cash-flow derived and there is a core balance available for investment over a longer period. Investments will accordingly be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e. rates for investments up to 12 months).

External fund managers: A proportion of the Council's funds were externally managed on a discretionary basis by Investec. The Council has used external fund managers since 1997.

A decision was taken during 2013-14 to return the funds managed by Investec to In-house control. As at 31 March 2014 all funds were returned bar a UK Gilt Holding which is due to mature in July 2018. The custodianship of this Gilt was transferred to King and Shaxon to maturity.

These Treasury Management policies are implemented by a central treasury team. The Council maintains written principles for overall risk management, as well as written policies covering specific areas, such as interest rate risk, credit risk, and the investment of surplus cash through Treasury Management Practices (TMPs). These TMPs are a requirement of the Code of Practice and are reviewed regularly.

The Council's Treasury Management function and the rates quoted in this valuation are supported and obtained by the Council's treasury management advisors Capita Asset Services (formerly Sector).

Credit risk

Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the Council's customers.

The risk is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's and Standard and Poors Credit Rating Services. The Annual Investment Strategy also considers maximum amounts and time limits in respect of each financial institution. Deposits are not made with banks and financial institutions unless they meet the minimum requirements of the investment criteria outlined above. Additional selection criteria are also applied after the initial criteria are applied. The full Investment Strategy was approved by Council and can be found on the Council's website.

This Council uses the creditworthiness service provided by Capita Asset Services This service uses a sophisticated modelling approach with credit ratings from all three rating agencies - Fitch, Moody's and Standard and Poors, forming the core element. However, it does not rely solely on the current credit ratings of counterparties but also uses the following as overlays:

- credit watches and credit outlooks from credit rating agencies
- CDS spreads to give early warning of likely changes in credit ratings
- Sovereign ratings to select counterparties from only the most creditworthy countries.

The Council's maximum exposure to credit risk in relation to its investments in banks and building societies cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of irrecoverability applies to all of the Council's deposits, but there was no evidence at the 31st March 2014 that this was likely to crystallise

The following analysis summarises the Council's maximum exposure to credit risk on other financial assets, based on experience of default, adjusted to reflect current market conditions.

Deposits with banks and financial institutions (excluding Iceland Banks)	Credit Rating	Principal Amount 31-Mar-14 £000	Historical experience of default (adjusted to reflect market conditions)	Estimated maximum exposure to default 31-Mar-14
Lancashire County Council	AAA	5,000	0%	0
Prime Rate MMF	AAA	5,000	0%	0
RBS MMF	AAA	4,550	0%	0
Ulster Bank	A-	5,000	0%	0
Bank of Scotland	A	5,000	0%	0
Bank of Scotland	A	2,500	0%	0
Lloyds	A	2,000	0%	0
Lloyds	A	1,500	0%	0
Lloyds	A	4,000	0%	0
Nationwide BS	A	2,000	0%	0
Nationwide BS	A	3,000	0%	0
Nationwide BS	A	3,500	0%	0
Nordea Bank CD	AA-	5,000	0%	0
Standard Chartered CD	AA-	5,000	0%	0
UK Gilt Holding	AAA	1,750	0%	0
Sub total : Deposits with banks and building societies		54,800		0
Trade Debtors		252	5.00%	13
Total		**55,052**		**13**

No breaches of the Council's counterparty criteria occurred during the reporting period and the Council does not expect any losses from non-performance by any of its counterparties in relation to deposits and bonds.

The Council generally allows 30 days credit for its debtors, such that £252,000 of the £11,785,000 debtors balance before the bad debt provision, is past its due date for payment. The past due amount can be analysed by age as follows:

31-Mar-13 £000		31-Mar-14 £000
34	Less than three months	70
48	Three to twelve months	104
75	More than one year	78
157		**252**

Creditors are paid according to terms; there are no defaults or exposures to be considered. The Council initiates a legal charge on property where, for instance, works in default invoices are raised but the debtor cannot afford to pay immediately. The total collateral at 31 March 2014 was £37,504 (2012-13 £16,099).

Glitnir Bank hf

Glitnir Bank hf is an Icelandic entity. Following steps taken by the Icelandic Government in early October 2008 its domestic assets and liabilities were transferred to a new bank (new Glitnir) with the management of the affairs of Old Glitnir being placed in the hands of a resolution committee. Following the Icelandic Supreme Court's decision to grant UK local authorities priority status, the winding up board made a distribution to creditors in a basket of currencies in March 2012.

An element of the distribution is in Icelandic Kroner which has been placed in an escrow account in Iceland and is earning interest of 4.2%. This element of the distribution has been retained in Iceland due to currency controls currently operating in Iceland and as a result is subject to exchange rate risk, over which the Council has no control.

The distribution has been made in full settlement, representing 100% of the claim. The investment remaining in the Council's balance sheet at 31 March 2014 is £1.54m.

Glitnir	Claim Ref	Total Claim Value	Claim Value in Escrow at 31/3/2014	Claim Value in Escrow at 31/3/2014
				£1 : 188.97 ISK
		ISK	ISK	£
Investment 1	1819	430,659,559	89,200,680	474,396
Investment 2	1870	436,659,157	90,443,370	481,005
Investment 3	1888	527,451,012	109,248,815	581,018
		1,394,769,728	288,892,865	1,536,419

The amounts were converted from Icelandic Kroner to GBP Sterling with the exchange rates as detailed within CIPFA LAAP Bulletin 82 Update 7. There was foreign exchange gain recognised of £7,335 at the balance sheet date.

Liquidity risk

The Council manages its liquidity position through the risk management procedures above (the setting and approval of prudential indicators and the approval of the treasury and investment strategy reports), as well through cash flow management procedures required by the Code of Practice. This seeks to ensure that cash is available when needed.

In the event of an unexpected cash requirement the Council has ready access to borrowings from the Money Markets to cover any day to day cash flow need. The Council is also required to provide a balanced budget through the Local Government Finance Act 1992, which ensures sufficient monies are raised to cover annual expenditure. There is therefore no significant risk that it will be unable to raise finance to meet its commitments under financial instruments.

The maturity analysis of financial assets is as follows:

31-Mar-13 £000	Investments (Excluding Glitnir, Iceland)	31-Mar-14 £000
51,899	Less than one year	43,648
0	Between one and two years	1,717
0	Between two and three years	0
0	More than three years	0
51,899		**45,364**

Refinancing and Maturity Risk

The Council maintains an investment portfolio. Whilst the cash flow procedures above are considered against the refinancing risk procedures, longer term risk to the Council relates to managing the exposure of replacing financial instruments as they mature. This risk relates to the maturing of longer term financial assets.

The approved treasury indicator limits for the maturity structure of debt and the limits placed on investments placed for greater than one year in duration are the key parameters used to address this risk. The Council's approved treasury and investment strategies address the main risks and the central treasury team address the operational risks within the approved parameters. This includes:

- monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt; and
- monitoring the maturity profile of investments to ensure sufficient liquidity is available for the Council's day to day cash flow needs, and the spread of longer term investments provide stability of maturities and returns in relation to the longer term cash flow needs.

The Council has no long term financial liabilities. All trade and other payables are due to be paid in less than one year.

Market risk

Interest rate risk - The Council is exposed to interest rate movements on its investments. Movements in interest rates have a complex impact on the Council, depending on how variable and fixed interest rates move across differing financial instrument periods. For instance, a rise in variable and fixed interest rates would have the following effects:

- investments at variable rates – the interest income credited to the Comprehensive Income and Expenditure Statement will rise; and
- investments at fixed rates – the fair value of the assets will fall (no impact on revenue balances).

The Council has a number of strategies for managing interest rate risk. The Annual Treasury Management Strategy draws together Council's prudential and treasury indicators and its expected treasury operations, including an expectation of interest rate movements. From this Strategy a prudential indicator is set which provides maximum and minimum limits for fixed and variable interest rate exposure. The central treasury team will monitor market and forecast interest rates within the year to adjust exposures appropriately. For instance during periods of falling interest rates, and where economic circumstances make it favourable, fixed rate investments may be taken for longer periods to secure better long term returns.

As at 31 March 2014, there was no material exposure to changes in interest rates as the majority of investment activity was undertaken at a fixed rate of interest. Therefore, had the interest rate been 1% higher (or conversely 1% lower), there would be no material impact on other financial statements within these accounts.

Price risk - The Council, excluding the pension fund, does not generally invest in equity shares or marketable bonds.

Foreign exchange risk in Relation to Icelandic Deposits - The Council has foreign exchange exposure resulting from an element of the settlement received from Glitnir. This is being held in Icelandic Kroner in an escrow account due to the current imposition of currency controls.

8.17 Debtors

31-Mar-13 Restated £000		31-Mar-14 £000
5,422	Central government bodies	4,928
2,079	Other local authorities	1,470
74	NHS bodies	24
	Other entities and individuals:	
693	Council Tax	693
0	Non-Domestic Rates	2,119
1,033	Housing Benefit Overpayments	1,181
1,372	Other	1,370
10,673	Total Debtors	**11,785**
(105)	Council Tax payers	(109)
(108)	General Fund	(146)
(380)	Housing Benefits Overpayments	(446)
0	Non Domestic Rates	(124)
(593)	Total Impairment Allowance for Doubtful Debts	**(825)**
0	Government Departments	0
0	Other Local Authorities	0
194	Sundry Persons	1,570
194	Total for Payments in Advance	**1,570**
10,274	**TOTAL NET CURRENT DEBTORS**	**12,530**
20	Housing	15
2,919	General Fund	3,152
0	Housing Act	0
2,938	**TOTAL LONG TERM DEBTORS**	**3,167**

8.18 Cash & Cash Equivalents

31-Mar-13 £000		31-Mar-14 £000
(1,891)	Bank Overdraft	(500)
11,049	Short-term deposits	9,680
9,158	**Total Cash and Cash Equivalents**	**9,180**

8.19 Creditors

31-Mar-13 £0		31-Mar-14 £0
(432)	Central government bodies	(606)
(411)	Other local authorities	(74)
0	NHS bodies	0
0	Public corporations and trading funds	0
	Other entities and individuals	
0	Non-Domestic Rates	(762)
(112)	Council Tax	(105)
(5,995)	Other	(5,493)
(6,950)	**Total Creditors**	**(7,041)**
(9)	Central government bodies	(7)
(1)	Other local authorities	(1)
(2,742)	Sundry persons	(2,919)
(2,752)	**Receipts in Advance (current - within 1 year)**	**(2,927)**
(14,162)	Capital Receipts in Advance	(14,105)
(14,162)	**Capital Receipts in Advance (long term - after 1 year)**	**(14,105)**

8.20 Provisions

The main provisions during 2013-14 are for NNDR appeals following the change in accounting arrangements for the collection fund. Other provisions include

- the restructure provision where the Council undertook to find budget savings and increase efficiencies through joint working/restructuring with South Northants Council
- Landlord Rent Guarantee provides for the cost of damage/repairs to properties when tenants vacate properties.
- Housings Home Improvement provision for running this service
- As a result of implementing the changes to the Non Domestic Business Rates (NNDR) legislation, the council is required to set up a provision for the potential cost of successful appeals with the Valuation Office

Provisions have been made to cover the estimated costs of implementation of these initiatives.

Balance at 1 April 2011 £000s	Transfers In 2011/12 £000s	Transfers Out 2011/12 £000s	Balance at 31-Mar-13 £000		Additional provisions made in 2013-14 £000	Amounts used in 2013-14 £000	Unused Amounts Reversed in 2013-14 £000	Unwinding of discounting in 2013-14 £000	Balance at 31-Mar-14 £000
				Under 1 year					
(333)	(169)	405	(97)	Restructure Provision	(55)	106	0	0	(46)
(40)	0	0	(40)	Engineering Services Provision	0	0	0	0	(40)
(1)	0	0	(1)	Health Walks Training Fund	0	0	0	0	(1)
(643)	0	550	(93)	Joint Working Provision	(34)	39	0	0	(88)
			(167)	Incremental Pay Provision 12/13	0	167	0	0	0
			0	NNDR Appeals 13/14 Provision	(333)	0	0	0	(333)
			0	Property Searches	(200)	0	0	0	(200)
(1,017)	**(169)**	**955**	**(398)**		**(622)**	**312**	**0**	**0**	**(708)**
				Over 1 year					
			0	NNDR Appeals Provision	(1,008)	0	0	0	(1,008)
(3)	0	0	(3)	Health Walks Training Fund	0	0	0	0	(3)
(116)	0	10	(106)	Landlord Rent Guarantee Provision	(2)	0	0	0	(108)
(491)	(4)	169	(326)	Restructure Provision	(3)	54	0	0	(275)
(18)	0	0	(18)	Landlord Rent Ex-Charter Provision	0	0	0	0	(18)
0	0	0	0	Flood Prevention Provsion	0	0	0	0	0
(18)	(5)	0	(23)	Banbury Bowls Club Reserve	(8)	0	0	0	(31)
(23)	(10)	0	(33)	58 Bridge Street - Repair & Renewals	(10)	0	0	0	(43)
0	0	0	0	Car Buy Out Provision	0	0	0	0	0
(114)	(11)	0	(125)	Housings Home Improvement Agency	(46)	0	0	0	(171)
0	0	0	(60)	Bicester Pool	0	60	0	0	0
(783)	**(30)**	**179**	**(694)**		**(1,077)**	**114**	**0**	**0**	**(1,657)**
(1,800)	**(199)**	**1,134**	**(1,092)**	**Total Provisions**	**(1,699)**	**426**	**0**	**0**	**(2,365)**

Usable and Unusable Reserves

The Council keeps a number of reserves in the balance sheet. Some are required to be held for statutory reasons, some are needed to comply with proper accounting practice, and others have been set up voluntarily to earmark resources for future spending plans. Different reserves held by the Council are analysed into ‘usable reserves’ (i.e. those that can be applied to fund expenditure or reduce local taxation) and ‘unusable reserves’ (i.e. those that can not be applied to fund expenditure or reduce local taxation).

8.21 Usable Reserves

The Council has a number of usable reserves in the balance sheet, those that can be applied to fund future expenditure or reduce local taxation. The purpose of each useable reserve is detailed in the table below or cross referenced to supporting notes.

31-Mar-13 £000		Movement in Year £000	31-Mar-14 £000	Purpose of Reserve
(30,392)	Capital Receipts Reserve	5,183	(25,209)	Proceeds of fixed asset sales available to meet future investment.
(10,861)	Earmarked Reserves	(2,526)	(13,387)	Various individual needs.
(3,690)	General Fund	2,285	(1,405)	Resources available to meet future running costs.
(47)	Capital Contributions & Grants Unapplied	0	(47)	This is the balance of capital grants that have not been used to fund capital expenditure.
(44,990)		**4,942**	**(40,048)**	

8.22 Unusable Reserves

The Council has a number of unusable reserves in the balance sheet, those that can not be applied to fund future expenditure or reduce local taxation they are required to be held for statutory reasons and are needed to comply with proper accounting practice

The unusable reserves held by the Council are detailed in the table below. The purpose of each useable reserve is cross referenced to the supporting notes for each unusable reserve.

31-Mar-13 Restated £000		31-Mar-14 £000
(45,036)	Revaluation Reserve	(42,622)
(84,506)	Capital Adjustment Account	(87,302)
0	Financial Instruments Available for Sale Reserve	33
(2.876)	Deferred Capital Receipts Reserve	(2,871)
53,348	Pensions Reserve	63,907
(201)	Collection Fund Adjustment Account	303
204	Accumulated Absences Account	212
(79,067)	**Total Unusable Reserves**	**(68,340)**

8.22.1 Revaluation Reserve

The Revaluation Reserve contains the gains made by the Council arising from increases in the value of its Property. The balance is reduced when assets with accumulated gains are:

- Revalued downwards or impaired and the gains are lost;
- Used in the provision of services and the gains are consumed through depreciation, or;
- Disposed of and the gains are realised.

The Reserve contains only revaluation gains accumulated since 1st April 2007 the date that the reserve was created.

Accumulated gains arising before that date are consolidated into the balance on the Capital Adjustment Account.

31-Mar-13 £000		31-Mar-14 £000
(20,976)	**Balance at 1 April**	**(45,036)**
(28,745)	Upward revaluation of assets	(148)
3,850	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	1,185
(24,895)	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	**1,037**
835	Difference between fair value depreciation and historical cost depreciation	1,355
0	Accumulated gains on assets sold or scrapped	22
835	Amount written off to Capital Adjustment Account	**1,377**
(45,036)	**Balance at 31 March**	**(42,622)**

8.22.2 Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for 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 Council as finance for the costs of acquisition, construction and enhancement.

The account contains accumulated gains and losses on Investment Properties and also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.

Note 8.4 provides details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

The movements on the Capital Adjustment Account for the year are:

31-Mar-13 Restated £000		31-Mar-14 £000
(80,865)	**Balance at 1 April**	**(84,506)**
(80,865)		**(84,506)**
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
4,186	Charges for depreciation and impairment of non-current assets	3,950
3,188	Revaluation gains / losses on Property, Plant and Equipment	437
305	Amortisation of intangible assets	431
1,445	Revenue expenditure funded from capital under statute	1,351
21	Amounts of non-current assets written off on disposal of sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	41
9,145		**6,210**
(835)	Adjusting amounts written out of the Revaluation Reserve	(1,377)
8,310	Net written out amount of the cost of non current assets consumed in the year	**4,833**
	Capital financing applied in the year :	
(9,616)	Use of the Capital Receipts Reserve to finance new capital expenditure	(6,585)
(544)	Use of grants to finance Revenue Expenditure Financed from Capital Under Statute	(539)
(447)	Use of Earmarked Reserves	(327)
(565)	Contributions for Donated Assets	0
0	Capital Grants Unapplied written out	0
0	Adjustments involvement Financial Instruments Adjustment Account	0
(11,172)		**(7,451)**
(779)	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	(178)
(84,506)	**Balance at 31 March**	**(87,302)**

8.22.3 Financial Instruments Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefiting from gains per statutory provisions.

31-Mar-13 £000		31-Mar-14 £000
0	**Balance at 1 April**	0
0	Downward movement in Fair value and Market value of Financial Instruments available for sale	33
0	**Balance at 31 March**	33

8.22.4 Pension Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. The Council accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Council makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Council has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

31-Mar-13 £000		31-Mar-14 £000
53,772	**Balance at 1 April**	**53,348**
(2,439)	Actuarial gains or losses on pensions assets and liabilities	8,575
4,837	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	4,834
(2,822)	Employer's pensions contributions and direct payments to pensioners payable in the year	(2,850)
53,348	**Balance at 31 March**	**63,907**

8.22.5 Deferred Capital Receipts Reserve

The Deferred Capital Receipts Reserve holds the gains recognised on the disposal of non-current assets but for which cash settlement has yet to take place. Under statutory arrangements, the Council does not treat these gains as usable for financing new capital expenditure until they are backed by cash receipts. When the deferred cash settlement eventually takes place, amounts are transferred to the Capital Receipts Reserve.

31-Mar-13 Restated £000		31-Mar-14 £000
(2,887)	**Balance at 1 April**	(2,876)
11	Transfer to the Capital Receipts Reserve upon receipt of cash	5
(2,876)	**Balance at 31 March**	**(2,871)**

8.22.6 Collection Fund Adjustment Account

The Collection Fund Adjustment Account manages the differences arising from the recognition of council tax income in the Comprehensive Income and Expenditure Statement as it falls due from council tax payers compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund.

31-Mar-13 £000		31-Mar-14 £000
(141)	**Balance at 1 April**	**(201)**
(60)	Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	504
(201)	**Balance at 31 March**	**303**

8.22.7 Accumulated Absences Account

The Accumulated Absences Account absorbs the difference that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year e.g. annual leave entitlement carried forward at 31 March. Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.

31-Mar-13 £000		31-Mar-14 £000
223	**Balance at 1 April**	**204**
(223)	Settlement or cancellation of accrual made at the end of the preceding year	(204)
204	Amounts accrued at the end of the current year	204
(19)	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	8
204	**Balance at 31 March**	**212**

8.23 Cash Flow Statement – Operating Activities

31-Mar-13 Restated £000		31-Mar-14 £000
(13,454)	**Net Surplus on the Provision of Service**	**(6,057)**
	Adjust net surplus on the provision of services for non-cash movements	
4,186	Depreciation	3,950
3,045	Impairment and downward valuations	688
305	Amortisation	431
3	Material Impairment losses on Investments debited to surplus or deficit on the provision of services in year	1,760
(1,551)	Increase/Decrease in Creditors	2,884
(209)	Increase/Decrease in Interest Debtors	412
2,124	Increase/Decrease in Sundry Debtors	(3,839)
(20)	Increase/Decrease in Inventories	52
2,015	Pension Liability	1,984
(1,930)	Contributions to/from Provisions	1,272
4,931	Movement in Investment Property Values	(429)
21	Carrying amount of non current assets sold	41
0	Other Non-Cash Movements	0
12,920		**9,206**
	Adjust for items included in the net surplus on the provision of services that are investing or financing activities	
(30)	Capital Grants credited to the surplus on the provision of services	(704)
155	Revenue Grants credited to the surplus on the provision of services	0
249	Other Capital Receipts	6,020
(1,052)	Proceeds from the sale of property plant and equipment, investment property and intangible assets	(1,400)
(678)		**3,916**
(1,212)	**Net Cash Flows from Operating Activities**	**7,065**

The cash flows from operating activities include the following:

31-Mar-13 £000		31-Mar-14 £000
808	Interest received	1,013
808		**1,013**

8.24 Cash Flow Statement – Investing Activities

31-Mar-13 £000		31-Mar-14 £000
(6,251)	Purchase of property, plant and equipment, investment property and intangible assets	(9,448)
(416)	Other payments for Investing Activities	(247)
0	Movement in short-term and long-term investments	(1,750)
11	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	5
1,581	Other receipts from investing activities	2,012
(5,075)	**Net cash flows from investing activities**	**(9,428)**

8.25 Cash Flow Statement – Financing Activities

31-Mar-13 £000		31-Mar-14 £000
2,332	Council Tax and NNDR	2,385
2,332	**Net cash flows from financing activities**	**2,385**

8.26 Amounts Reported for Resource Allocation Decisions

The analysis of income and expenditure by service on the face of the Comprehensive Income and Expenditure Statement is that specified by the Service Reporting Code of Practice (SeRCOP). However, decisions about resource allocation are taken by the Council's Executive on the basis of budget reports analysed across directorates. These reports are prepared on a different basis from the accounting policies used in the financial statements. In particular:

- the cost of retirement benefits is based on cash flows (payment of employer's pensions contributions) rather than current service cost of benefits accrued in the year;
- the Accumulated Absences accrual is excluded as it will not be matched;
- the balances unspent on revenue grants and contributions without conditions received in year are excluded.

The income and expenditure of the Council's directorates recorded in the budget reports for the year is as follows:

Directorate Income and Expenditure 2013/14	Community & Environment	Development	Resources	Total
	£000	£000	£000	£000
Fees, charges & other service income	(6,583)	(3,836)	(1,901)	**(12,320)**
Interest and investment income	0	(2)	(2)	**(4)**
Income from Council Tax	0	0	0	**0**
Government grants and contributions	(106)	(30)	(38,622)	**(38,758)**
Total income	**(6,689)**	**(3,868)**	**(40,525)**	**(51,082)**
Employee expenses	6,869	3,895	5,074	**15,838**
Other service expenses	7,915	3,879	6,200	**17,994**
Support Service recharges	(667)	(447)	(6,333)	**(7,447)**
Depreciation, amortisation and impairme	0	0	0	**0**
Interest Payments	0	0	26	**26**
Precepts & Levies	0	0	40,978	**40,978**
Payments to Housing Capital Receipts P	0	0	0	**0**
Gain or Loss on Disposal of Fixed Assets	(17)	0	0	**(17)**
Total operating expenses	**14,100**	**7,327**	**45,945**	**67,372**
Net expenditure	**7,411**	**3,459**	**5,420**	**16,290**

Comparative Movements in 2012-13:

Directorate Income and Expenditure 2012/13	Community & Environment	Development	Resources	Total
	£000	£000	£000	£000
Fees, charges & other service income	(6,598)	(7,412)	(5,950)	**(19,960)**
Interest and investment income	0	(2)	0	**(2)**
Other Income	(2,403)	(288)	(412)	**(3,103)**
Government grants and contributions	(140)	(277)	(44,816)	**(45,233)**
Total income	**(9,141)**	**(7,979)**	**(51,178)**	**(68,298)**
Employee expenses	6,284	4,648	4,966	**15,898**
Other service expenses	6,802	4,325	47,944	**59,071**
Support Service recharges	2,503	2,980	1,736	**7,219**
Total operating expenses	**15,589**	**11,953**	**54,646**	**82,188**
Net expenditure	**6,448**	**3,974**	**3,468**	**13,890**

8.26.1 Reconciliation of Directorate Income and Expenditure to Cost of Services in the Comprehensive Income and Expenditure Statement

This reconciliation shows how the figures in the analysis of directorate income and expenditure relate to the amounts included in the Comprehensive Income and Expenditure Statement.

31-Mar-13 £000		31-Mar-14 £000
13,890	Net Expenditure in the Directorate Analysis	16,290
3,326	Services & Support Services not in Analysis	3,323
4,678	Amounts in the CIES not reported to management in the Analysis	2,063
1,901	Amounts included in the Analysis not included in CIES	719
23,795	**Cost of Services in CIE**	**22,395**

8.26.2 Reconciliation to Subjective Analysis

This reconciliation shows how the figures in the analysis of income and expenditure relate to a subjective analysis of the Surplus or Deficit on the Provision of Services included in the Comprehensive Income and Expenditure Statement.

2013/14	Directorate Analysis £000	Services & Support Services not in Analysis £000	Not reported to mgmt £000	Not included in I&E £000	Allocation of recharges £000	Cost of services £000	Corporate Amounts £000	Total £000
Fees, charges & other service income	(12,320)	0	0	1,871	0	**(10,449)**	(12,694)	**(23,143)**
Interest and investment income	(4)	0	0	2	0	**(2)**	(3,717)	**(3,719)**
Income from council tax	0	0	0	0	0	**0**	(26,211)	**(26,211)**
Government grants and contributions	(38,758)	0	(517)	0	0	**(39,275)**	(6,884)	**(46,159)**
Total income	**(51,082)**	**0**	**(517)**	**1,873**	**0**	**(49,726)**	**(49,506)**	**(99,232)**
Employee expenses	15,838	0	(224)	(1,976)	0	**13,638**	9	**13,647**
Other service expenses	17,994	0	1,340	(2,386)	0	**16,948**	631	**17,579**
Support Service recharges	(7,447)	0	(29)	7,714	0	**238**	260	**498**
Depreciation, amortisation and impairment	0	3,323	1,493	(653)	0	**4,163**	(129)	**4,034**
Interest Payments	26	0	0	(26)	0	**0**	5,344	**5,344**
Precepts & Levies	40,978	0	0	(3,827)	0	**37,151**	27,031	**64,182**
Payments to Housing Capital Receipts Pool	0	0	0	0	0	**0**	3	**3**
Gain or Loss on Disposal of Fixed Assets	(17)	0	0	0	0	**(17)**	18	**1**
Total operating expenses	**67,372**	**3,323**	**2,580**	**(1,154)**	**0**	**72,121**	**33,167**	**105,289**
Surplus or deficit on the provision of services	**16,290**	**3,323**	**2,063**	**719**	**0**	**22,395**	**(16,339)**	**6,057**

Comparative Movements in 2012-13:

31/03/2013 Restated	Directorate Analysis £000s	Not reported to mgmt £000s	Not included in I&E £000s	Allocation of recharges £000s	Cost of services £000s	Corporate Amounts £000s	Total £000s
Fees, charges & other service income	(19,960)	179	8,535	253	**(10,993)**	(13,451)	**(24,444)**
Interest and investment income	(2)	0		0	**(2)**	(4,501)	**(4,503)**
Income from Council Tax	0	0	0	0	**0**	(59)	**(59)**
Other income	(3,103)	(181)	312	0	**(2,972)**	(108)	**(3,080)**
Government grants and contributions	(45,233)	(1,147)	16	0	**(46,364)**	(7,933)	**(54,297)**
Total income	**(68,298)**	**(1,149)**	**8,863**	**253**	**(60,331)**	**(26,052)**	**(86,383)**
Employee expenses	15,898	(319)	(2,790)	0	**12,789**	696	**13,485**
Other service expenses	59,071	1,565	(1,878)	0	**58,758**	192	**58,950**
Support Service recharges	7,219	309	(1,686)	(253)	**5,589**	253	**5,842**
Depreciation, amortisation and impairment	0	4,272	(608)	3,326	**6,990**	5,275	**12,265**
Interest Payments	0	0	0	0	**0**	5,206	**5,206**
Precepts & Levies	0	0	0	0	**0**	4,089	**4,089**
Total operating expenses	**82,188**	**5,827**	**(6,962)**	**3,073**	**84,126**	**15,711**	**99,837**
Surplus or deficit on the provision of services	**13,890**	**4,678**	**1,901**	**3,326**	**23,795**	**(10,341)**	**13,454**

8.27 Trading Operations

Net (Surplus) / Deficit 31-Mar-13 £000		Expenditure 31-Mar-14 £000	Income 31-Mar-14 £000	Net (Surplus) / Deficit 31-Mar-14 £000
3,697	**General Corporate Properties** These are all investment properties, which have been acquired as a result of developments in previous years, often having strategic importance, and which are now managed with a view to maximising medium term investment income.	(78)*	(1,373)	(1,451)
92	**Industrial Units** The Council owns 14 small industrial units which it leases to business occupiers as investment properties, with a view to maximising its medium-term investment.	52	(122)	(70)
12	**Markets** The council has the right to hold street markets in Banbury and Bicester. It employs contractors to run those markets with the aim of contributing to the retail offered in those towns whilst generating an income for the Council.	60	(46)	14
3,802		**35**	**(1,541)**	**(1,507)**

*Expenditure for General Corporate Properties is a credit as it includes a revaluation for the Orchard Way Shopping Centre of (£430,000).

8.28 Agency Income and Expenditure

The Council undertakes Section 38 Highways Act supervision on behalf of Oxfordshire County Council. The majority of the cost for this work is funded by payments from private developers. The Council also provides grounds maintenance services to other Councils as follows:

31-Mar-13 £000		31-Mar-14 £000
345	Bicester Town Council	412
138	Oxfordshire County Council	142
70	Kidlington Parish Council	72
0	Other Parish Councils	0
554	**Total**	**626**

8.29 Members' Allowances

The total of Members' Allowances paid in the year amounted to £313,997. This compares to £316,416 in 2012-13. A detailed list of allowances paid to each member is available for examination on the Council's website under "Councillors – Members' Allowances"

The Local Councils (Members' Allowances) Regulations 2003 requires local Councils to publish the amounts paid to members under the members' allowances scheme. The allowances available in 2013-14 were as follows:

31-Mar-13 £000		31-Mar-14 £000
	Members' Allowances	
2	Chairman's allowance	2
207	Basic Allowance	204
91	Special Responsibility Allowance	96
16	Travel & subsistence/Others	11
316	Total	**314**

8.30 Officers' Remuneration

The Council is required, under regulation 7(2) of the Accounts and Audit Regulations 2003, to include in the notes to the accounts the number of employees in the accounting period whose remuneration was in excess of £50,000 excluding pension contributions. This includes senior staff all accounted for in the table on the following page where they are employees of Cherwell District Council. Senior staff employed by South Northants Council are not included in the table below.

Number of employees 31-Mar-13	Remuneration Band	Number of employees 31-Mar-14
1	£50,000 to £54,999	2
1	£55,000 to £59,999	2
1	£60,000 to £64,999	0
2	£65,000 to £69,999	0
0	£70,000 to £74,999	2
0	£75,000 to £79,999	0
1	£80,000 to £84,999	1
1	£85,000 to £89,999	0
0	£90,000 to £94,999	1
0	£95,000 to £99,999	0
0	£100,000 to £104,999	0
0	£105,000 to £109,999	0
0	£110,000 to £114,999	0
0	£115,000 to £119,999	0
0	£120,000 to £124,999	0
0	£125,000 to £129,999	0
0	£130,000 to £134,999	1
1	£135,000 to £139,999	0
8		**9**

2013/14

Key	Post title	Year	Basic Salary	Fees - Monitoring Officer, S151, Returning Officer Inc Elections Payments	Expenses Allowances	Compensation for loss of office	Total Remuneration excluding Pension Contribution	Pension Contributions	Total Remuneration including Pension conts
			£s	£s	£s	£s	£s	£s	£s
1	Chief Executive	2013/14	126,250	7,172	1,534	0	**134,956**	18,546	**153,501**
1	Director of Community & Environment	2013/14	88,520	210	1,459	0	**90,189**	12,354	**102,543**
2	Director of Resources	2013/14	88,880	2,680	800	0	**92,360**	11,697	**104,057**
2	Director of Development	2013/14	88,880	180	1,984	0	**91,044**	11,377	**102,421**
4	Director of Bicester	2013/14	49,178	0	475	0	**49,653**	0	**49,653**
1	Head of Community Services	2013/14	68,704	160	1,403	0	**70,268**	9,547	**79,814**
1	Head of Environmental Services	2013/14	70,700	180	3,010	0	**73,890**	9,827	**83,718**
3	Head of Finance and Procurement	2013/14	30,721	2,850	422	0	**33,993**	0	**33,993**
2	Head of Law and Governance	2013/14	73,730	5,479	1,498	0	**80,707**	10,080	**90,786**
2	Head of Transformation	2013/14	65,650	180	522	0	**66,352**	8,403	**74,755**
2	Head of Development Management	2013/14	72,723	180	488	0	**73,390**	9,437	**82,828**
2	Head of Strategic Planning and the Economy	2013/14	73,730	180	746	0	**74,656**	0	**74,656**
2	Head of Regeneration and Housing	2013/14	70,693	180	1,272	0	**72,146**	0	**72,146**

1 Joint Management Team Post employed by CDC. (SNC bear 50% of costs from 1st October 2011)

2 Joint Management Team Post employed by SNC. (CDC bear 50% of costs from 1st October 2011)

3 Joint Management Team Post employed by CDC. (SNC bear 50% of costs from 1st October 2011) Post ended on 31st August 2013

4 Joint Management Team Post employed by CDC only. Post started on 1st September 2013

Other Officers over £50K

Post title	Year	Basic Salary	Fees - Monitoring Officer, S151, Returning Officer Inc Elections Payments	Expenses Allowances	Compensation for loss of office	Total Remuneration excluding Pension Contribution	Pension Contributions	Total Remuneration including Pension conts
		£s	£s	£s	£s	£s	£s	£s
Programme Manager	2013/14	49,859	200	26	0	**50,085**	6,903	**56,988**
Democratic and Elections Manager	2013/14	56,831	2,213	83	0	**59,127**	7,917	**67,044**
Oxon Waste Partnership Co-ordinator	2013/14	47,905	200	2,561	0	**50,667**	6,659	**57,326**
Corporate Finance Manager	2013/14	54,460	180	371	0	**55,011**	7,570	**62,581**
Interim Public Prot & Env Health Mgr	2013/14	50,389	0	937	0	**51,325**	6,472	**57,797**

Comparative figures for 2012-13 are:

2012/13

Key	Post title	Basic Salary	Fees - Monitoring Officer, S151, Returning Officer Inc Elections Payments	Expenses Allowances	Compensation for loss of office	Total Remuneration excluding Pension Contribution	Pension Contributions	Total Remuneration including Pension conts
		£s	£s	£s	£s	£s	£s	£s
1	Chief Executive	125,000	9,098	1,681	0	**135,778**	18,640	**154,418**
1	Director of Community & Environment	87,250	449	1,772	0	**89,471**	12,127	**101,599**
2	Director of Resources	85,250	3,426	1,229	0	**89,905**	11,232	**101,137**
2	Director of Development	86,500	426	2,706	0	**89,632**	11,072	**100,704**
1	Head of Community Services	65,500	924	2,158	0	**68,582**	9,105	**77,687**
1	Head of Environmental Services	65,500	280	2,905	0	**68,685**	9,105	**77,790**
1	Head of Finance and Procurement	72,500	8,171	1,613	0	**82,284**	0	**82,284**
2	Head of Law and Governance	73,000	9,639	1,805	0	**84,443**	10,389	**94,832**
2	Head of Transformation	62,292	270	10	0	**62,572**	7,973	**70,545**
2	Head of Public Protection and Development Management	73,000	270	800	0	**74,070**	9,344	**83,414**
2	Head of Strategic Planning and the Economy	71,800	205	393	0	**72,398**	0	**72,398**
2	Head of Regeneration and Housing	69,059	270	913	0	**70,242**	0	**70,242**

1 Joint Management Team Post employed by CDC. (SNC bear 50% of costs from 1st October 2011)
2 Joint Management Team Post employed by SNC. (CDC bear 50% of costs from 1st October 2011)

Other Officers over £50K

Post title	Basic Salary	Fees - Monitoring Officer, S151, Returning Officer Inc Elections Payments	Expenses Allowances	Compensation for loss of office	Total Remuneration excluding Pension Contribution	Pension Contributions	Total Remuneration including Pension conts
	£s	£s	£s	£s	£s	£s	£s
Programme Manager	60,000	467	134	0	**60,601**	8,340	**68,941**
Democratic and Elections Manager	53,917	3,064	568	0	**57,549**	7,494	**65,043**
Policy Team Leader	42,327	0	5,236	3,723	**51,286**	5,014	**56,300**

8.31 Exit Packages

The numbers of exit packages with total cost per band and total cost of the compulsory and other redundancies are set out in the tables below

CDC entirely responsible for these costs

[a] Exit package cost band (including special payments)	[b] Number of compulsory redundancies		[c] Number of other departures agreed		[d] total number of exit packages by cost band [b]+ [c]		[e] Total cost of exit packages in each band	
	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14
£0-£80,000	0	0	4	1	4	1	£14,250	£26,006
£80,001-£120,000	0	0	0	0	0	0	£0	£0
£120,001-£200,000	0	0	0	0	0	0	£0	£0
Total	**0**	**0**	**4**	**1**	**4**	**1**	**£14,250**	**£26,006**

CDC/SNC 50/50 responsible for these costs.

[a] Exit package cost band (including special payments)	[b] Number of compulsory redundancies		[c] Number of other departures agreed		[d] total number of exit packages by cost band [b] + [c]		[e] Total cost of exit packages in each band	
	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14
£0-£80,000	3	0	5	6	8	6	£130,597	£58,413
£80,001-£120,000	0	0	0	0	0	0	£0	£0
£120,001-£200,000	0	0	0	0	0	0	£0	£0
Total	**3**	**0**	**5**	**6**	**8**	**6**	**£130,597**	**£58,413**

8.32 External Audit Costs

In 2013-14 the council incurred the following fees relating to external audit and inspection:

31-Mar-13 £000		**31-Mar-14 £000**
63	Fees payable to the External Auditor with regard to external audit services carried out by the appointed auditor	69
13	Fees payable to the External Auditor for the certification of grant claims and returns	13
2	Fees payable to the External Auditor for questions answered regarding HS2.	1
78		83

8.33 Grant Income

The Council credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2013-14:

2012-13 £000		2013-14 £000
	Credited to Taxation and Non Specific Grant Income	
83	Section 106 Developer Contributions	17
148	Non-ringfenced Government Grants	5,014
7,629	Non Domestic Rates	3,859
156	Council Tax Freeze Grant	63
8,016	**Total**	**8,954**

2012-13 £000		2013-14 £000
	Credited to Services	
880	DWP Administration Subsidy Grant	781
36,383	DWP Rent Allowances	37,028
7,207	DWP Council Tax Benefits	0
76	Area Based Grant	109
50	Eco Town	45
0	Heat Network	90
0	Capitalisation Grant	26
0	Arts Grants	162
83	Developer Contributions	34
93	Department for Climate Change	91
0	Department for Work and Pensions	25
494	Disabled Facilities Grant	380
76	Home Improvement Agency Grant	71
110	Homelessness Grant	0
0	Brighter Futures	43
0	Section 31	385
0	Capacity Funding	462
0	Department for Communities and Local Government	30
218	NDR Cost of Collection Grant	219
646	New Homes Bonus	1,368
127	New Burdens	101
166	Other Grants & Contributions	173
30	Oxfordshire Business Enterprise	22
220	Oxfordshire Waste Partnership	214
10	Performance Reward Grant	0
100	Portas Grant	0
46,969	**Total**	**41,859**

The Council has received a number of grants, contributions and donations that have yet to be recognised as income as they have conditions attached to them that will require the monies or property to be returned to the giver. The balances at the year-end are as follows:

31-Mar-13 £000		31-Mar-14 £000
	Capital Grants Received in Advance	
10,936	Eco Town Grant	10,891
3,101	Section 106 Developer Contributions - Capital	2,185
95	DECC Green Deal	4
0	Oxfordshire Waste Partnership	107
8	DCLG Modelling	8
22	Other Contributions	45
14,162		**13,239**
	Revenue Grants Received in Advance	
1,365	Section 106 Developer Contributions - Revenue	866
1,365		**866**
15,527	**Total**	**14,105**

8.34 Related Parties

The purpose of this disclosure is to provide assurance to readers of these statements that any material transaction between the organisation and those in a position to influence its decisions are properly disclosed.

It is a requirement that disclosure is made in the Statement of Accounts of any material transactions between related parties. The reason for this is to draw attention to the possibility that the reported position and results may have been affected by the existence of the related parties and by any material transactions with them.

Transactions for the financial year ended 31 March 2014 with Central Government, Oxfordshire County Council, Police and Crime Commissioner and town and parish councils, are disclosed in the Comprehensive Income and Expenditure Account, Cash Flow Statement, and the Collection Fund.

Central Government has effective control over the general operations of the Council - it is responsible for providing the statutory framework within which the Council operates providing significant funding in the form of grants and also prescribing the terms of many of the transactions that the Council has with other parties (eg Council Tax bills and Housing Benefits). The details of the grants received from government departments have been set out within these statements.

Members and Chief Officers are also regarded as related parties. A register of members' interests and a register of staff interest are used to record and monitor related party transactions. In addition declaration forms were sent to all councillors and relevant officers at the end of the financial year and contain details of all related transactions. All significant transactions are listed in the following table.

	2012/13	2013/14
Cllr Reynolds	Councillor's wife works part time at Spiceball Sports Centre. The council had a contract with Parkwood who managed the facility on our behalf. In 2012-13 management fee payments to Parkwood for Spiceball Sports Centre totalled £189,223 also £18,952.52 was made for Hall Hire.	Councillor's wife works part time at Spiceball Sports Centre. The council had a contract with Parkwood who managed the facility on our behalf. In 2013-14 management fee payments to Parkwood for Spiceball Sports Centre totalled £194,091 also £20,988 was made for Hall Hire.
Cllr Sibley **Cllr Pickford** **Cllr Gibbard** **Cllr L Stratford**	Cherwell District Council nominees on the Charter Community Housing Board and Sanctuary Housing Board with whom the Council had various financial transactions totalling £463,018.	Cherwell District Council nominees on the Charter Community Housing Board and Sanctuary Housing Board with whom the Council had various financial transactions totalling £140,311.

Entities controlled or significantly influenced by the Council

During 2013-14 £33,013 (2012/13 £46,531) was paid to Mill Arts Centre as grant funding Additionally a loan of £35,000 was advanced to the centre during the year 2012-13. These transactions, although not material to the Council, are considered material to the operations of Mill Art Centre and have therefore been disclosed within this note. During the financial year Cllr Clarke had involvements with the Mill Arts Centre

The Council transferred the Banbury Museum operations to Banbury Museum Trust on 1 November 2013. During 2013-14 £211,250 was paid to Banbury Museum Trust as grant funding. Cllr Reynolds has a place on the Banbury Museum Trust board.

8.35 Capital Expenditure & Financing

31-Mar-13 £000		31-Mar-14 £000
	Capital Investment	
1,716	Operational Assets (Note 8.9)	1,143
7,746	Non-operational Assets (Note 8.9)	4,411
13	Investment Properties (Note 8.11)	339
252	Intangible Assets (Note 8.12)	243
1,445	Revenue Expenditure Funded from Capital under Statute (REFCUS) (Note 8.14)	1,315
11,172		**7,451**
	Sources of finance (Note 8.22.2)	
9,616	Capital Receipts	6,585
1,109	Government Grants and Other Contributions	539
447	Funding from Earmarked reserve through Revenue	327
0	Direct Revenue Financing	0
11,172		**7,451**

8.36 Leases

8.36.1 Council as a Lessee

Finance Leases

The Council had no finance leases as at 31st March 2014.

Operating Leases

The Council has acquired several small items of equipment by entering into operating leases, with typical lives of two years.

The future minimum lease payments due under non-cancellable leases in future years are:

31-Mar-2013 £000		31-Mar-2014 £000
18	Not later than one year	9
22	Later than one year and not later than five years	9
40		**18**

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases was £8,924 (2012-13 £18,133).

8.36.2 Council as a Lessor

Finance Leases
The Council has leased out property at the Castle Quay Shopping Centre, Banbury to Scottish Widows on an operating lease with a remaining term of 236 years.

The future minimum lease payments receivable under non-cancellable leases in future years are:

31-Mar-13 £000		31-Mar-14 £000
	Finance lease liabilities (net present value of minimum lease payments)	
0	Current	0
2,856	Non-Current	2,856
0	Unearned finance income	0
0	Unguaranteed residual value of property	0
2,856	Gross Interest investment in the lease	**2,856**

Gross Investment in the Lease 31-Mar-13 £000	Minimum Lease Payments 31-Mar-13 £000	The gross investment in the lease and the minimum lease payments will be received over the following periods:	Gross Investment in the Lease 31-Mar-14 £000	Minimum Lease Payments 31-Mar-14 £000
0	100	Not later than one year	0	100
0	400	Later than one year and not later than five years	0	400
2,856	23,241	Later than five years	2,856	23,141
2,856	23,741		2,856	23,641

Operating Leases
The Council also has 43 smaller operating leases with a total value of £6.242m.

The future minimum lease payments receivable under non-cancellable leases in future years are:

31-Mar-13		31-Mar-14
£000		**£000**
559	Not later than one year	587
2,252	Later than one year and not later than five years	1,745
3,803	Later than five years	3,910
6,614		**6,242**

8.37 Contingent Liabilities

8.37.1 Glitnir Bank hf

Following the Icelandic Supreme Court's decision to grant UK local authorities priority status, the winding up board made a distribution to creditors in a basket of currencies in March 2012. An element of the distribution is in Icelandic Kroner which has been placed in an escrow account in Iceland and is earning interest of 4.2%. This element of the distribution has been retained in Iceland due to currency controls currently operating in Iceland and as a result is subject to exchange rate risk, over which the Council has no control.

On 25 September 2013 the Supreme Court ruled that the winding-up board must apply the Central Bank of Iceland (CBI) official selling rates to calculate the Icelandic Krona value of distributions paid and not the rates as at 22 April 2009, which was the method both it and the winding up board had used previously. In light of the Supreme Court Decision, the winding up board has recalculated the amounts that Creditors were entitled to receive. Creditors have been overpaid in Great British Pounds (GBP) and Norwegian Krone (NOK) and underpaid in US Dollars (USD) and Euros (EUR). The winding up board has now formally demanded repayment of the overpaid sums, on receipt of which, it says it will pay to Creditors the underpaid sums.

Cherwell District Council, along with other authorities, continues to work with Bevan Brittan to secure the return of its remaining Icelandic investments.

8.38 Contingent Assets

8.38.1 VAT Share

When the Council sold their housing stock an agreement was put in place so that they would be party to any input VAT refund received by the third party responsible for repairs and maintenance work. These amounts relate to the refurbishment of the properties sold to bring them up to the required standard. It is expected that a flow of economic benefit will occur in the future, however the value and timing is less certain.

8.39 Non Adjusting Post Balance Sheet Event

8.39.1 Graven Hill

On the 3 March 2014 the Executive approved a decision to purchase a Ministry of Defence site at Graven Hill Bicester. A 5% deposit of £1.37 million was paid on the 14 March 2014 and this has been reflected as a prepayment in the Financial Statements. On 16 June the Executive approved the creation of companies (limited by shares and wholly owned by the Council) to own and deliver Graven Hill. A further 5% deposit and stamp duty totalling £2.45 million was payable on completion. The acquisition of Bicester's Graven Hill site has been completed with Graven Hill Development Company, a 100% owned company of Cherwell District Council taking ownership of the site from the Ministry of Defence (MoD) on 11 August 2014.

8.40 Prior Period Adjustment

8.40.1 Castle Quay

Nature of the prior period adjustment:
In 2001 the Council entered into a 250 year lease for Castle Quay shopping centre. It was treated as an operating lease so was accounted for as an asset on the Balance Sheet (under Investment Properties). The Prior Period Adjustment is to change this treatment to a finance lease. In effect this removes the property asset and replaces it with a long term debtor and a deferred capital receipt.

This prior period adjustment has been reflected throughout the Balance Sheet and relevant notes affected.

Amount of prior period adjustment:

Restated for 2013/13 and prior:

	£000
PPE - Investment Properties	(13,400)
Long Term Debtors - Finance lease receivable	2,856
	(10,544)
Unusable Reserves - CAA	13,400
Unusable Reserves - Deferred Capital receipts	(2,856)
	10,544

9. COLLECTION FUND INCOME AND EXPENDITURE ACCOUNT

This account shows the income received from Council Tax payers and Business Rate payers. It also shows how the income is distributed between Central Government, Cherwell District Council, Oxfordshire County Council and Police and Crime Commissioner.

2012-13 BUSINESS RATES £000	2012-13 COUNCIL TAX £000	2012-13 TOTAL £000		2013-14 BUSINESS RATES £000	2013-14 COUNCIL TAX £000	2013-14 TOTAL £000
			INCOME FOR THE YEAR:			
0	(71,542)	**(71,542)**	Income From Council Tax	0	(74,204)	**(74,204)**
0	(7,138)	**(7,138)**	Council Tax Benefits Contribution	0	0	**0**
(63,961)		**(63,961)**	Income From Non-Domestic Rates	(70,132)	0	**(70,132)**
(63,961)	**(78,680)**	**(142,641)**	**TOTAL INCOME FOR THE YEAR**	**(70,132)**	**(74,204)**	**(144,336)**
			EXPENDITURE FOR THE YEAR:			
			Apportionment of Previous Year's Surplus/Deficit			
0	0	**0**	Central Government	0	0	**0**
0	139	**139**	Billing Authority	0	215	**215**
0	796	**796**	County Council	0	1,223	**1,223**
0	106	**106**	Police and Crime Commissioner	0	162	**162**
0	**1,041**	**1,041**		**0**	**1,600**	**1,600**
			Precepts, Demands and Shares			
63,743	0	**63,743**	Payment To National Pool (prior year comparator)			**0**
0	0	**0**	Central Government	33,837	0	**33,837**
0	10,340	**10,340**	Billing Authority	27,070	9,553	**36,623**
0	58,800	**58,800**	County Council	6,767	55,299	**62,066**
0	7,810	**7,810**	Police and Crime Commissioner	0	7,345	**7,345**
63,743	**76,950**	**140,693**		**67,674**	**72,197**	**139,871**
			Charges to Collection Fund			
0	42	**42**	Write offs of uncollectable amounts	135	23	**158**
0	205	**205**	Increase / Decrease (-) in Bad Debts Provision	116	172	**288**
0	0	**0**	Increase / Decrease (-) in Provision for Appeals	3,350	0	**3,350**
218	0	**218**	Cost of Collection Allowance	219	0	**219**
0	0	**0**	Disregarded Amounts (E - zones)	20	0	**20**
218	**247**	**465**		**3,840**	**195**	**4,035**
0	**(442)**	**(442)**	**SURPLUS (-) / DEFICIT FOR THE YEAR**	**1,382**	**(212)**	**1,170**
0	(1,056)	(1,056)	**SURPLUS (-) / DEFICIT b/fwd 1st April**	0	(1,498)	(1,498)
0	**(1,498)**	**(1,498)**	**SURPLUS (-) / DEFICIT c/fwd 31st March**	**1,382**	**(1,710)**	**(328)**
			Apportionment of Surplus (-) /Deficit			
0	0	**0**	Central Government	691	0	**691**
0	(1,145)	**(1,145)**	County Council	138	(1,311)	**(1,173)**
0	0	**0**		0	0	**0**
0	(201)	**(201)**	Billing Authority	553	(225)	**328**
0	(152)	**(152)**	Police and Crime Commissioner	0	(174)	**(174)**
0	**(1,498)**	**(1,498)**		**1,382**	**(1,710)**	**(328)**

10. NOTES TO THE COLLECTION FUND

10.1 Council Tax

Council Tax income derives from charges raised according to the value of residential properties that have been classified into eight valuation bands (A to H). Individual charges are calculated by estimating the amount of income required to be taken from the Collection Fund by Oxfordshire County Council, Thames Valley Police Council and Cherwell District Council together with each parish requirement and dividing this by the Council Tax base i.e. the number of properties in each valuation band converted to an equivalent number of band D dwellings and adjusted for discounts. The basic amount of Council Tax for a band D property including an average parish charge is £1,546.90 (2012-13 £1,520.29) multiplied by the ratio specified for the particular band to give an individual amount due.

The Council Tax base was calculated as follows:

Valuation Band	Chargeable dwellings after effect of discounts	Ratio	Band D Equivalents Dwellings
A	3,576.75	6/9	2,837.5
B	12,943.50	7/9	10,067.1
C	14,674.75	8/9	13,044.2
D	9,228.00	9/9	9,228.0
E	6,673.00	11/9	8,156.0
F	3,054.75	13/9	4,412.5
G	2,204.75	15/9	3,674.4
H	203.75	18/9	407.5
Relief Reduction	5.75	5/9	3.2
			51,830.4
Ministry of Defence Properties			244.3
			52,074.7

10.2 Business Rates

Under the arrangements for Non-Domestic Rates, the Council collects rates for its area based upon local rateable values (determined by the Valuation Office Agency, an executive agency of HM Revenue and Customs) multiplied by the multiplier (determined by the Government). For 2013-14 there are two multipliers, the small business non-domestic rating multiplier of 46.2p and the non-domestic rating multiplier of 47.1p. (In 2012-13, the multiplier was 45.8p for all properties with a reduction to 45p for small businesses). The total non-domestic rates due, less certain reliefs and deductions are collected by the Billing Authority and a certain amount of those rates are retained. The remainder is paid to Central Government and the County Council as fixed amounts over the year.

The total Non-Domestic Rateable Value at 31 March 2014 was £167.8 million (31 March 2013 £164.7 million).

10.3 Analysis of Collection Fund Balance

The surplus on the Collection Fund is available for financing the expenditure of Oxfordshire County Council, Thames Valley Police Council and Cherwell District Council and will be distributed in future financial years as follows.

31-Mar-13 £000		31-Mar-14 £000
0	Central Government	(691)
(1,144)	Oxfordshire County Council	1,173
(152)	Thames Valley Police and Crime Commissioner	174
(1,296)	**Disclosed as creditors in the balance sheet**	**656**
(201)	Cherwell District Council	(328)
(1,498)		**328**

11. GROUP ACCOUNTS

Under the terms of the Code where the Council has an interest in any other entity, it is required to prepare a Group Income and Expenditure and Group Balance Sheet. The Council holds no interest in any other entity and therefore no group accounts have been produced.

Where either the Council, or its Members or Senior Officers are connected with any other entity that it transacts any business with, it is required to disclose these as related party interests. These are shown in the Notes to the Core Financial Statements – 8.34 Related Parties.

12. THE PENSION FUND ACCOUNTS

12.0 Background

As part of the terms and conditions of employment of its officers and other employees, the Council offers retirement benefits through membership of the Local Government Pension Scheme. Cherwell District Council is a member of the Oxfordshire Local Government Pension Scheme and Oxfordshire County Council is the administering Council. The county council is responsible for maintaining, administering and paying out all benefits from the pension fund. The fund is valued by a professional Actuary and Barnett Waddingham is the appointed Actuary to the Fund.

Although these benefits will not actually become payable until after the employees retire, the council is required to disclose the cost of these at the time that the employees earn their future entitlement. The arrangement is a funded defined benefit final salary scheme. This means that the council and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets. The retirement benefits are determined independently of the investments of the scheme and employers have an obligation to make contributions where assets are insufficient to meet employee benefits.

Cherwell District Council recognises the cost of retirement benefits in the Comprehensive Income and Expenditure Statement under Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make against council tax is based on the cash contributions payable in the year, so the future cost of retirement benefits is reversed out in the Movement in Reserves Statement so that it does not impact the charge to council tax.

12.1 Principal Actuarial Data Sources as at 31 March 2014

The actuary has used the following items of data, which it received from Oxfordshire County Council:

- The results of the funding valuation as at 31 March 2013 which was carried out for funding purposes;
- Estimated whole fund income and expenditure items for the period to 31 March 2014;
- Estimated whole fund returns for the period to 31 December 2013 , estimated Fund returns based on a Fund asset statement as at 28 February 2014, and market returns (estimated where necessary) thereafter for the period to 31 March 2014.
- Estimated Fund income and expenditure in respect of the Employer for the period to 31 March 2014.
- Details of any new early retirements for the period to 31 March 2014 that have been paid out on an unreduced basis, which are not anticipated in the normal employer service cost.

Although some of these data items have been estimated, the Actuary do not believe that they are likely to have a material effect on the results of this report. They are not aware of any material changes or events since receiving the data.

12.1.1 Employer Membership Statistics

The table below summarises the membership data as at 31 March 2013.

Member Data Summary	Number	Salaries / Pensions £000	Average Age
Active members	375	9,356	45
Deferred pensioners	639	1,275	45
Pensioners	556	4,032	70
Unfunded Pensioners	103	247	76

The service cost for the year ending 31 March 2014 is calculated using an estimate of the average total pensionable payroll during the year. From the contribution information provided by the employer, the estimated average total pensionable payroll during the year is £9,756,000. The projected service cost for the year ending 31 March 2015 has been calculated assuming the payroll remains at this level over the year.

12.1.2 Early Retirements

The actuary requested data on any early retirements in respect of the Employer from the Administering Council for the year ending 31 March 2014.

It is the actuary's understanding that there were no new early retirements over the year which were not allowed for in the IAS19 assumptions.

12.1.3 Assets

The return on the Fund (on a bid value to bid value basis) for the year to 31 March 2014 is estimated to be 5%. The actual return on Fund assets over the year may be different.

The estimated asset allocation for Cherwell District Council as at 31 March 2014 is as follows:

Employer Asset Share - Bid Value	31-Mar-13 £000	%	31-Mar-14 £000	%
Equities	50,071	70	49,970	68
Gilts	7,257	10	8,818	12
Other bonds	4,354	6	2,939	4
Property	4,354	6	3,674	5
Cash	2,903	3	3,674	5
LLPs	2,177	3	2,939	4
Hedge Funds	1,451	2	1,470	2
Employer Asset Share Total	**72,567**	**100%**	**73,484**	**100%**

The Actuary have estimated the bid values where necessary. The final asset allocation of the Fund assets as at 31 March 2014 is likely to be different from that shown due to estimation techniques.

Based on the above, the Employer's share of the assets of the Fund is approximately 5%.

From the information the Actuary have received from the administering authority, they understand that of the total Fund at 31 March 2014:

- Of the Equities allocation above, 45% are UK investments, 46% are overseas investments, and the rest are Private Equities of unspecified origin. 79% of Equities are listed and 215 are not
- The Gilts allocation consists of 39% in UK fixed interest government securities, 17% overseas fixed interest government securities and 44% in UK index-linked government securities.
- The Other Bonds allocation consists of 80% in UK corporate bonds and 20% in overseas corporate bonds.

12.1.4 Characteristics of Defined Benefit Plans and Associated Risks

The LGPS is a defined benefit statutory scheme administered in accordance with the Local Government Pension Scheme Regulations 2007/08, is contracted out of the State Second pension and currently provides benefits based on final salary and length of service on retirement. Changes to the LGPS will come into effect from 1 April 2014 and any benefits accrued from this date will be based on career average revalued salary, with various protections in place for those members in the scheme before the changes take effect.

The Administering Authority for the Fund is Oxfordshire County Council. The Pension Fund Committee oversees the management of the Fund whilst the day to day fund administration is undertaken by a team within the administering authority. Where appropriate some functions are delegated to the Fund's professional advisers.

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

Contributions are set every 3 years as a result of the actuarial valuation of the Fund required by the Regulations. The next actuarial valuation of the Fund will be carried out as at 31 March 2016 and will set contributions for the period from 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.

On the Employer's withdrawal form the plan, a cessation valuation will be carried out in accordance with Regulation 64 of the LGPS Regulations 2013 which will determine the termination contribution due by the Employer, on a set of assumptions deemed appropriate by the Fund Actuary.

In general, participating in a defined benefit pension scheme means that the Employer is exposed to a number of 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 the assets and liabilities may not move in the same way.
- Inflation risk: All of the benefits under the Fund are linked to inflation and so deficits may emerge to the extent that the asset s are not linked to inflation.
- Longevity risk: In the event that the members live longer than assumed a deficit will emerge in the Fund. There are also other demographic risks.

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 Employer e.g. higher than expected investment returns or employers leaving the Fund with excess assets which eventually get inherited by the remaining employers.

12.2 Actuarial Methods and Assumptions

12.2.1 Valuation Approach

To assess the value of the Employer's liabilities as at 31 March 2014, the Actuary have rolled forward the value of the Employer's liabilities calculated for the funding valuation as at 31 March 2013, using financial assumptions that comply with IAS19.
The full actuarial valuation involved projecting future cashflows to be paid from the Fund and placing a value on them. These cashflows include pensions currently being paid to members of the Scheme as well as pensions (and lump sums) that may be payable in future to members of the Fund or their dependants. These pensions are linked to inflation and will normally be payable on retirement for the life of the member or a dependant following a member's death.

It is not possible to assess the accuracy of the estimated liability as at 31 March 2014 without completing a full valuation. However, the Actuary are satisfied that the approach of rolling forward the previous valuation data to 31 March 2014 should not introduce any material distortions in the results provided that the actual experience of the Employer and the Fund has been broadly in line with the underlying assumptions, and that the structure of the liabilities is substantially the same as at the latest formal valuation. From the information we have received there appears to be no evidence that this approach is inappropriate.

To calculate the asset share we have rolled forward the assets allocated to the Employer at 31 March 2013 allowing for investment returns (estimated where necessary), contributions paid into, and estimated benefits paid from, the Fund by, and in respect of, the Employer and its employees.

12.2.2 Valuation Method

As required under IAS19 the Actuary has used the projected unit method of valuation to calculate the service cost.

12.2.3 Demographic / Statistical Assumptions

The Actuary has adopted a set of demographic assumptions that are consistent with those used for the formal funding valuation as at 31 March 2013. The post retirement mortality tables adopted were the S1PA Heavy tables with a multiplier of 95%. These base tables are then projected using the CMI 2012 Model, allowing for a long term rate of improvement of 1.5% per annum.

The assumed life expectations from age 65 are:

Life expectancy from age 65		**31-Mar-13**	**31-Mar-14**
Retiring today			
	Males	19.2	23.2
	Females	23.2	25.5
Retiring in 20 years			
	Males	21.1	25.4
	Females	25.1	27.9

The following assumptions have also been made:

- 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;
- 10% of active members will take up the option under the new LGPS to pay 50% of contributions for 50% of benefits.

12.2.4 Financial Assumptions

The financial assumptions used for the purposes of the IAS19 calculations are as follows:

	31-Mar-12		31-Mar-13		31-Mar-14	
Assumptions as at	**% pa**	**Real %**	**% pa**	**Real %**	**% pa**	**Real %**
RPI Increases	3.3%	-	3.3%	-	3.6%	-
CPI Increases	2.5%	-0.8%	2.5%	-0.8%	2.8%	-0.8%
Salary Increases	4.7%	1.4%	4.7%	1.4%	4.6%	1.0%
Pension Increases	2.5%	-0.8%	2.5%	-0.8%	2.8%	-0.8%
Discount Rate	4.6%	1.3%	4.3%	1.0%	4.4%	0.8%

These assumptions are set with reference to market conditions at 31 March 2014.

The Actuary's estimate of the duration of the Employer's liabilities is 18 years.

The discount rate is the annualised yield at the 18 year point on the Merill Lynch AA rated corporate bond curve which has been chosen to meet the requirements of IAS19 and with consideration of the duration of the Employer's liabilities. This is consistent with the approach used at the last accounting date.

The RPI increase assumption is set based on the difference between conventional gilt yields and index-linked gilt yields at the accounting date using data published by the Bank of England (BoE), specifically the 18 year point on the BoE spot inflation curve. This is consistent with the approach used at the last accounting date.

This measure has historically overestimated future increases in the RPI and so the Actuary has made a deduction of 0.25% to get the RPI assumption. However, the evidence for this in more recent periods is weaker and so we have made no such deduction at 31 March 2014. The RPI assumption is therefore 3.6%. As future pension increases are expected to be based on CPI rather than RPI, we have made a further assumption about CPI which is that it will be 0.8% below RPI i.e. 2.8%. We believe that this is a reasonable estimate for the future differences in the indices, based on the different calculation methods.

Salary increases are then assumed to increase at 1.8% per annum above CPI in addition to a promotional scale. However, the Actuary have allowed for a short-term overlay from 31 March 2013 to 31 March 2015 for salaries to rise in line with CPI.

12.2.5 Expected Return on Assets

For accounting years beginning on or after 1 January 2013, the expected return and the interest cost has been replaced with a single net interest cost, which effectively sets the expected return equal to the discount rate.

12.2.6 Past Service Costs

Past service costs can arise when the Employer awards additional discretionary benefits such as added years and other forms of augmentation of benefits. A change to benefits may result in either a past service cost or a past service gain.

The Actuary are not aware of any additional benefits which were granted over the year ended 31 March 2014.

12.2.7 Curtailments

The Actuary have calculated the cost of curtailments arising as a result of the payment of unreduced pensions on early retirement. The Employer may also have to account for non-pension related costs (e.g. lump sum payments on redundancy) but for the avoidance of doubt, we have only calculated the cost of curtailments which affect the Employer's LGPS pension liabilities.

The Actuary calculate the cost of curtailments at the point of exit, with interest applied to the accounting date accounted for separately.

Over the year, the Actuary understand no employees were permitted by the Employer to take unreduced early retirement that they would not otherwise have been entitled to.

12.2.8 Settlements

As a result of some members transferring to/from another Employer over the year, liabilities have been settled at a cost different to the IAS19 reserve. The capitalised gain of this settlement is £239,000.

12.3 Results and Disclosures

The Actuary estimate that the net liability as at 31 March 2014 is £63,907,000.
In addition:

- 12.3.1 sets out the balance sheet position ended 31 March 2014
- 12.3.2 sets out the profit and loss account costs for the year ended 31 March 2014
- 12.3.3 details a reconciliation of assets and liabilities during the year
- 12.3.4 shows the sensitivity analysis on the major assumptions
- 12.3.5 shows the Re-measurements in Other Comprehensive Income for the year. Previously to the revision to IAS19, there were contained in the Statement of Recognised Income and Expense.
- 12.3.6 contains estimates of the projected profit and loss account costs for the year ending 31 March 2015.

12.3.1 Balance Sheet Disclosure

Net Pension Assets as at	31-Mar-12 £000	31-Mar-13 £000	31-Mar-14 £000
Present value of funded liability	(111,214)	(122,457)	(133,675)
Fair value of Scheme assets (bid value)	60,781	72,567	73,484
Net Liability	**(50,433)**	**(49,890)**	**(60,191)**
Present value of unfunded liability	(3,339)	(3,458)	(3,716)
Unrecognised past service cost	0	0	0
Net Liability in Balance Sheet	**(53,772)**	**(53,348)**	**(63,907)**

12.3.2 Profit & Loss Account Costs

A revised IAS19 standard applies for the company accounting periods beginning on or after 1 January 2013. The main changes are:

- Removal of the expected return on assets, to be replaced by a net interest cost comprising interest income on the assets and interest expense on the liabilities, which are both calculated with reference to the discount rate;
- Some labelling changes to the Profit & Loss charge eg "Service cost" now includes what was previously described as the "Current Service Cost" plus the "Past Service Cost" plus any "Curtailments" plus any "Settlements".

Administration expenses are now accounted for within the Profit and Loss charge; previously we made a deduction to the actual and expected returns on assets.

The changes set out below are to the profit and loss statement and the Actuary have shown below the figures under the new standard for the year to 31 March 2014, the figures as they would have been under the new standard for the year to 31 March 20130 and the disclosed figures for the year to 31 March 2013.

	31-Mar-13 £000 Disclosed	31-Mar-13 £000 (had the revised IAS19 Standard applied)	31-Mar-14 £000
Service Cost	Separated below	2,428	2,565
Current service cost	2,428	Incl above	Incl above
Net interest on the defined liability asset	n/a	2,409	2,229
Interest on obligation	5,183	n/a	n/a
Expected return on Scheme assets	(3,461)	n/a	n/a
Past service cost	0	Incl above	Incl above
Loss on curtailments and settlements	0	Incl above	Incl above
Administration expenses	n/a	39	40
Total	**4,150**	**4,876**	**4,834**
Actual return on Scheme assets	**12,756**	**12,795**	**3,683**

12.3.3 Asset and Benefit Obligation Reconciliation

Reconciliation of opening & closing balances of the present value of the defined benefit liability	31-Mar-13 £000 Disclosed	31-Mar-13 £000 (had the revised IAS19 Standard applied)	31-Mar-14 £000
Opening defined benefit liability	(114,553)	(114,553)	(125,915)
Current Service cost	(2,428)	(2,428)	(2,804)
Interest cost	(5,183)	(5,183)	(5,318)
Change in financial assumptions	combined below	(7,411)	(3,219)
Change in demographic assumptions	combined below	-	(7,222)
Experience loss/(gain) on defined benefit liability	combined below	(133)	2,518
Total Actuarial losses (gains)	(7,544)	separated above	separated above
Losses (gains) on curtailments	-	combined below	combined below
Liabilities assumed/(extinguished) on settlements	-	-	719
Estimated benefits paid (net of transfers in)	4,185	4,185	4,257
Past service cost	-	combined below	combined below
Past service costs, including curtailments	separated above	-	-
Contributions by Scheme participants	(632)	(632)	(652)
Unfunded pension payments	240	240	245
Closing defined benefit liability	**(125,915)**	**(125,915)**	**(137,391)**

Reconciliation of opening & closing balances of the fair value of scheme assets	31-Mar-13 £000 Disclosed	31-Mar-13 £000 (had the revised IAS19 Standard applied)	31-Mar-14 £000
Opening fair value of Scheme assets	60,781	60,781	72,567
Expected return on Scheme assets	3,461	n/a	n/a
Interest on assets	n/a	2,774	3,089
Return on assets less interest	n/a	10,022	594
Other actuarial gains / (losses)	n/a	-	(1,246)
Total Actuarial gains/(losses)	9,296	n/a	n/a
Administration expenses	n/a	(39)	(40)
contributions be employer including unfunded	2,822	2,822	2,850
Contributions by Scheme participants	632	632	652
Estimated benefits paid plus unfunded net of transfers in	(4,425)	(4,425)	(4,502)
Settlement prices received/(paid)	-	-	(480)
Fair value of Scheme assets at end of period	**72,567**	**72,567**	**73,484**

12.3.4 Sensitivity Analysis

Sensitivity Analysis	**£000**	**£000**	**£000**
Adjustment to discount rate	+0.1%	0.0%	-0.1%
Present value of defined benefit liability	135,092	137,391	139,731
Projected service cost	2,226	2,279	2,334
Adjustment to long term salary increase	+0.1%	0.0%	-0.1%
Present Value of Total Liability	137,608	137,391	137,175
Projected Service Cost	2,279	2,279	2,279
Adjustment to pension increases and deferred revaluation	+0.1%	0.0%	-0.1%
Present Value of Total Liability	139,548	137,391	135,271
Projected Service Cost	2,335	2,279	2,225
Adjustment to mortality age rating assumption	+ 1 year	none	- 1 year
Present value of defined benefit liability	132,616	137,391	142,208
Projected service cost	2,203	2,279	2,357

12.3.5 Re-measurements in Other Comprehensive Income

Re-measurements and Other Comprehensive income	**31-Mar-13 £000 (if the revised IAS19 standard had applied)**	**31-Mar-14 £000**
Return on plan assets in excess of interest	10,022	594
Other actuarial gains/(losses) on assets	-	(1,246)
Change in financial assumptions	(7,411)	(3,219)
Change in demographic assumptions	-	(7,222)
Experience gain/(loss) on defined benefit liability	(133)	2,518
Re-measurements	**2,478**	**(8,575)**

Statement of Recognised Income and Expense	**31-Mar-13 £000 Disclosed**
Actual Return less expected return on pension scheme assets	9,296
Experience gains and losses	(133)
Changes in assumptions underlying the present value of the scheme liabilities	(7,411)
Actuarial gains (losses) in pension scheme	**1,752**
Increase (decrease) in irrecoverable surplus	0
Actuarial gains (losses) recognised in SORIE	**1,752**

12.3.6 Projected Pension Expense for the year to 31st March 2015

Projections for the year to 31-Mar-15	**31-Mar-15 £000**
Service cost	2,279
Interest cost	2,751
Return on assets	40
Total	**5,070**
Employer contributions	2,796

Note that these figures exclude the capitalised cost of any early retirements or augmentations which may occur after 31 March 2014. These projections are based on the assumptions as at 31 March 2014, as described in the main body of this report.

The information included for all of the pension disclosures is provided by Barnett Waddingham, the Actuary for the Pension Fund. Further information can be found in the County Council's Pension Fund's Annual Report which is available on request from the Pensions Services Oxfordshire County Council, Unipart House, Garsington Road, Oxford OX4 2GQ.

13. ACCOUNTING POLICIES

13. Accounting Policies

13.1 General principles

The Statement of Accounts summarises the Council's transactions for the financial year 2013-14 and its position at the year end. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2011, which those Regulations require to be prepared in accordance with proper accounting practices.

These practices primarily comprise the *Code of Practice on Local Authority Accounting in the United Kingdom 2013-14, published by the Chartered Institute of Public Finance and Accountancy (CIPFA)* and the *Service Reporting Code of Practice 2013-14 also issued by CIPFA*.

The accounting convention adopted in the Statement of Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments.

The Collection Fund Income and Expenditure accounting and pensions IAS19 have been included for 2013-14.

13.2 Accruals of Income and Expenditure

Income and expenditure is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

- Revenue from the sale of goods is recognised when the Council transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Council;

- Revenue from the provision of services is recognised when the Council can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Council;

- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption; they are carried as inventories on the Balance Sheet;

- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made;

- An exception to this policy is housing benefit transactions which are accounted for on a cash basis, that is, when the payment is made.

- Interest receivable on investments is accounted for respectively as income on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract; and

- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet.

Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

13.3 Acquisitions and Discontinued Operations

There have been no acquisitions or transfer of operations in CDC. Additional policy detail required where a Council has acquired operations (or transferred operations under machinery of government arrangements) during the financial year.

13.4 Cash and Cash Equivalents

Cash and Cash Equivalents comprises of cash on hand and demand deposits which are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value. They must be held for the purpose of meeting short-term cash commitments rather than for investment or other purposes.

They must be repayable without penalty on notice of not more than 24 hours. Investments must mature in three months or less from the date of acquisition.

13.5 Collection Fund Income and Expenditure Account

The Council has a statutory requirement to operate a Collection Fund as a separate account to the General Fund. The purpose of the Collection Fund is to isolate the income and expenditure relating to Council Tax and National Non-Domestic Business Rates.

13.5.1 Council Tax

Collection Fund surpluses/deficits declared by the Billing Authority in relation to Council Tax are apportioned to the relevant precepting bodies in the subsequent financial year. For Cherwell District Council, the Council Tax precepting bodies are Oxfordshire County Council and Police and Crime Commissioner.

13.5.2 Council Tax Reduction scheme

Prior to 2013/14 certain eligible taxpayers had some, or all, of their charge met by Council Tax Benefits. The amount of the benefit was credited to the Collection Fund and appeared as a charge in the billing authority's Central Services to the Public line in the Comprehensive Income and Expenditure Statement. This expenditure was financed by way of a Government grant. From 2013/14 Council Tax Benefits has been replaced by a Council Tax Reduction Scheme which is applied directly to the Council Tax base.

13.5.3 NNDR

In 2013/14, the Local Government finance regime was revised with the introduction of the retained business rates scheme. The main aim of the scheme is to give Councils a greater incentive to grow businesses in the district. It does, however, also increase the financial risk to the authority due to significant estimation uncertainties onnon-collection and the volatility of the NNDR tax base.

The scheme allows the Council to retain a proportion of the total NNDR received. The initial Cherwell District Council share is 40% with the remainder paid to precepting bodies. For Cherwell District Council, the NNDR precepting bodies are Central Government (50% share) and Oxfordshire County Council (10% share). The Cherwell District Council share is then subject to a tariff payment to Government, which was £22,855,108 in 2013/14. The residual amount is then compared to the assessment in the Local Government Finance Settlement and any growth above the Settlement level is subject to a levy payment to Government.

NNDR surpluses/deficits declared by the Billing Authority in relation to the Collection Fund are apportioned to the relevant precepting bodies and Government in the subsequent financial in their respective proportions.

Cherwell District Council did not participate in a pool with other local authorities in 2013/14, but will do so from 2014/15 to continue to minimise the levy payment due and thereby maximise the local retention of locally generated business rates.

13.6 Exceptional Items

When items of income and expense are material, their nature and amount is disclosed separately, either on the face of the Comprehensive Income and Expenditure Statement or in the notes to the accounts, depending on how significant the items are to an understanding of the Council's financial performance.

The Council has no Exceptional Items in 2013-14.

13.7 Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors

Changes in accounting policy no longer need to be material to result in a Prior Period Adjustment.

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, i.e., 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 Council'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. Accounting policies that relate to statutory accounting requirements are accounted for in the same manner as other accounting policies.

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

No material errors have been made in prior year accounts that need to be amended in the 2013-14 accounts.

13.8 Charges to Revenue for Non-Current Assets

Services, support services and trading accounts are debited with the following amounts to record the cost of holding fixed assets during the year:

- Depreciation attributable to the assets used by the relevant service;
- Revaluation and impairment losses on assets used by the service where there are no accumulated gains in the Revaluation Reserve against which the losses can be written off; and
- Amortisation of intangible fixed assets attributable to the service.

The Council is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisations. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement but as CDC does not hold any debt this requirement is not applicable.

Depreciation, revaluation and impairment losses and amortisations are replaced by the contribution in the General Fund Balance by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

13.9 Employee Benefits

13.9.1 Benefits Payable during Employment
Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave for current employees and are recognised as an expense for services in the year in which employees render service to the Council. An accrual is made for the cost of holiday entitlements (or any form of leave e.g. time off in lieu, flex-leave) earned by employees but not taken before the year-end which employees can carry forward into the next financial year. The accrual is made at the wage and salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to the service account, but then reversed out through the Movement in Reserves Statement so that holiday benefits accrual has no impact on Council Tax and holiday benefits are charged to revenue in the financial year in which the holiday absence occurs.

13.9.2 Termination Benefits
Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy. They are charged on an accruals basis to the relevant service line in the Comprehensive Income and Expenditure Statement when the Council is demonstrably committed to the termination of the employment of an officer or group of officers or making an offer to encourage voluntary redundancy.

13.9.3 Post Employment Benefits
Employees of the Council are members of the Local Government Pension Scheme, administered by Oxfordshire County Council. The scheme provides defined benefits to members (retirement lump sums and pensions), earned as employees worked for the Council.

The Local Government scheme is accounted for as a defined benefit scheme.

The pension fund liability is calculated every three years by the funds 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 12. The estimate of the liability is therefore subject to significant variances based on changes to the assumptions used.

The liabilities of the Oxfordshire County Council pension scheme attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projections of projected earnings of current employees.

Liabilities are discounted to their value at current prices, using a discount rate based on the indicative rate of return on a high quality corporate bond. The discount rates are based on the annualised yield on the iBoxx over 15 year AA rated corporate bond index.

The assets of the Oxfordshire County Council pension fund attributable to the Council are included in the Balance Sheet at their fair value and include quoted securities at current bid price and property at market value.

The change in the net pension's liability is analysed into seven components:

- **Current service cost –** the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked;

- **Past service cost –** the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs;

- **Interest cost –** the expected increase in the present value of liabilities during the year as they move one year closer to being paid – debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement;

- **Expected return on assets –** the annual investment return on the fund assets attributable to the Council, based on an average of the expected long-term return – credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement;

- **Gains or losses on settlements and curtailments –** the result of actions to relieve the Council of liabilities or events that reduce the expected future service or accrual of benefits of employees – debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs;

- **Actuarial gains and losses –** changes in the net pension's liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions; and

- **Contributions** paid to the Oxfordshire pension fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Council to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are appropriations to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

13.9.4 Discretionary Benefits

The 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 to any member of staff are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme.

13.10 Events after the Balance Sheet Date

Events after the balance sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the end of the reporting period – the Statement of Accounts is adjusted to reflect such events; and
- those that are indicative of conditions that arose after the reporting period – the Statement of Accounts is not adjusted to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect.

Events taking place after the date of authorisation for issue are not reflected in the Statement of Accounts.

13.11 Financial Instruments

13.11.1 Financial Liabilities
Financial liabilities are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at their amortised cost.

13.11.2 Financial Assets
Financial assets are classified into two types:

- loans and receivables – assets that have fixed or determinable payments but are not quoted in an active market; and
- available-for-sale assets – assets that have a quoted market price and/or do not have fixed or determinable payments.

The Council has financial assets comprising of long-term and short-term investments, long-term debtors, short-term debtors (excluding statutory debts such as Council Tax, Non-Domestic Rates, rent allowances, precepts, etc) and cash & cash equivalents. These are assets that have fixed or determinable payments but are not quoted in an active market**.** They are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For most of the loans that the Council has made, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

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 and a charge made to the relevant service (for receivables specific to that service) or the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The impairment loss is measured as the difference between the carrying amount and the present value of the revised future cash flows discounted at the asset's original effective interest rate.

Any gains and losses that arise on the derecognition of an asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement

The Council has no available for sale financial assets.

13.12 Foreign Currency Translation

Where the Council has entered into a transaction denominated in a foreign currency, the transaction is converted into sterling at the exchange rate applicable on the date the transaction was effective.

Where amounts in foreign currency are outstanding at the year-end, they are reconverted at the spot exchange rate at 31 March. Resulting gains or losses are recognised in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

13.13 Government Grants and Contributions

Whether paid on account, by instalments or in arrears, 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 the conditions attached to the payments; and
- the grants or contributions will be received.

Amounts recognised as due to the Council are not credited to the Comprehensive Income and Expenditure Statement until conditions attached to the grant or contribution have been satisfied. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income (non-ring-fenced revenue grants and all capital grants) in the Comprehensive Income and Expenditure Statement.

Where capital grants are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance in the Movement in Reserves Statement. Where the grant 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.

Area Based Grant
Area Based Grant (ABG) is a general grant allocated by central government directly to local Council's as additional revenue funding. ABG is non-ring fenced and is credited to Taxation and Non-Specific Grant Income in the Comprehensive Income and Expenditure Statement.

Business Improvement Districts
CDC does not currently have any Business Improvement Districts.

Community Infrastructure Levy
The Authority does not currently charge a Community Infrastructure Levy (CIL).

13.14 Intangible Assets

Expenditure on non-monetary assets that do not have physical substance but are controlled by the Council as a result of past events (e.g. software licences) is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the Council.

Intangible assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held by the Council can be determined by reference to an active market. In practice, no intangible asset held by the Council meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service area in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

Where expenditure on intangible assets qualifies as capital expenditure for statutory purposes, amortisation, impairment losses and disposal gains and losses are not permitted to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

13.15 Interests in Companies and Other Entities

The Council has no material interests in companies and other entities that have the nature of subsidiaries, associates and jointly controlled entities and are not required to prepare group accounts.

13.16 Inventories and Long Term Contracts

Inventories are included in the Balance Sheet at the lower of cost and net realisable value.

Long term contracts are accounted for on the basis of charging the Surplus or Deficit on the Provision of Services with the value of works and services received under the contract during the financial year.

13.17 Investment Property

Investment properties are those that are used solely to earn rentals and/or for capital appreciation. The definition is not met if the property is used in any way to facilitate the delivery of services or production of goods or is held for sale.

Investment properties are measured initially at cost and subsequently at fair value, based on the amount at which the asset could be exchanged between knowledgeable parties at arm's-length. Properties are not depreciated but are revalued annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

Rentals received in relation to investment properties are credited to the Financing and Investment Income line and result in a gain for the General Fund Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General

Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

13.18 Jointly Controlled Operations and Jointly Controlled Assets

The Council has carried out a comprehensive review and concludes that there are no jointly controlled operations of a material financial nature.

13.19 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 lease covers both land and buildings, the land and buildings elements are considered separately for 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.

13.19.1 The Council as Lessee

Finance Leases
Property, plant and equipment held under finance leases is recognised on the Balance Sheet at the commencement of the lease at its fair value measured 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. Initial direct costs of the Council are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability.

Lease payments are apportioned between:

- a charge for the acquisition of the interest in the property, plant or equipment – applied to write down the lease liability; and
- a finance charge (debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

Property, Plant and Equipment recognised under finance leases is accounted for using the policies applied generally to such assets, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life (where ownership of the asset does not transfer to the Council at the end of the lease period).

The Council is not required to raise council tax to cover depreciation or revaluation and impairment losses arising on leased assets. Instead, a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation and revaluation and impairment losses are therefore substituted by a revenue contribution in the General Fund Balance, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

Operating Leases
Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefiting from use of the leased property, plant or equipment. Charges are made on a straight-line basis over the life of the

lease; even if this does not match the pattern of payments (e.g. there is a rent-free period at the commencement of the lease).

13.19.2 The Council as Lessor

Finance Leases

Where the Council grants a finance lease over a property or an item of plant or equipment, the relevant asset is written out of the Balance Sheet as a disposal. At the commencement of the lease, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) 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 Council's net investment in the lease, is credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal), matched by a lease (long-term debtor) asset in the Balance Sheet.

Lease rentals receivable are apportioned between:

- a charge for the acquisition of the interest in the property – applied to write down the lease 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 not permitted by statute to increase the General Fund Balance and is required to be treated as a capital receipt. Where a premium has been received, this is posted out of the General Fund Balance to the Capital Receipts 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 financial years, this is posted out of the General 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 lease debtor. At this point, the deferred capital receipts are transferred to the Capital Receipts Reserve.

The written-off value of disposals is not a charge against council tax, as the cost of noncurrent assets is fully provided for under separate arrangements for capital financing. Amounts are therefore appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

Operating Leases

Where the Council grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet. Rental income is credited to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g. there is a premium paid at the commencement of the lease). Initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the relevant asset and charged as an expense over the lease term on the same basis as rental income.

13.20 Overheads and Support Services

The costs of overheads and support services are charged to those that benefit from the supply or service in accordance with the costing principles of the CIPFA *Service Reporting Code of Practice 2013-14* (SeRCOP). The total absorption costing principle is used – the full cost of overheads and support services are shared between users in proportion to the benefits received.

The exceptions to the absorption costing principle are:

- Corporate and Democratic Core – costs relating to the Council's status as a multifunctional, democratic organisation; and
- Non Distributed Costs – the cost of discretionary benefits awarded to employees retiring early and impairment losses chargeable on Assets Held for Sale.

These two cost categories are defined in S*e*RCOP and accounted for as separate headings in the Comprehensive Income and Expenditure Statement, as part of Net Expenditure on Continuing Services.

13.21 Property, Plant & Equipment

Assets that have physical substance and are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes and that are expected to be used during more than one financial year are classified as Property, Plant and Equipment.

13.21.1 Recognition
Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Council and the cost of the item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e., repairs and maintenance) is charged as an expense when it is incurred.

13.21.2 Measurement
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; and
- the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located if the cost is above the £10,000 deminimis threshold.

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

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition does not have commercial substance (i.e., it will not lead to a variation in the cash flows of the Council). In the latter case, where an asset is acquired via an exchange, the cost of the acquisition is the carrying amount of the asset given up by the Council.

Assets are then carried in the Balance Sheet using the following measurement bases:

- land and buildings – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV);
- infrastructure, community assets and assets under construction – depreciated historical cost; and
- dwellings – fair value, determined using the basis of existing use value for social housing (EUV-SH)

Where there is no market-based evidence of fair value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate of fair value. At Cherwell District Council this applies to our sports centres.

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

Assets included in the Balance Sheet at fair value are revalued regularly to ensure that their carrying amount is not materially different from their fair value at the year-end, but as a minimum every five years. Increases in valuations are matched by credits taken to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of a loss previously charged to a service.

At Cherwell District Council, all property valuations are carried out by John Slack MRICS, Head of Regeneration and Estates. The bases of valuations are undertaken in accordance with the Statement of Asset Valuation Practice and Guidance Notes, published by the Royal Institute of Chartered Surveyors (RICS).

Where decreases in value are identified, they are accounted for by:

- 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); and

- 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 service line(s) in the Comprehensive Income and Expenditure Statement.

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007 only, the date of its formal implementation. Gains arising before that date have been consolidated into the Capital Adjustment Account.

13.21.3 Impairment
Assets are assessed at each year-end as to whether there is any indication that an asset may be impaired. Where indications exist and any possible differences are estimated to be material, the recoverable amount of the asset is estimated and, where this is less than the carrying amount of the asset, an impairment loss is recognised for the shortfall.

Where an impairment loss is reversed subsequently, the reversal is credited to the relevant service line(s) in the Comprehensive Income and Expenditure Statement, up to the amount of the original loss, adjusted for depreciation that would have been charged if the loss had not been recognised.

13.21.4 Depreciation
Depreciation is provided for on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amounts over their useful lives. An exception is made for assets without a determinable finite useful life (i.e. freehold land and certain Community Assets) and assets that are not yet available for use (i.e. assets under construction).

Depreciation is calculated on the following basis:

- dwellings and other buildings – straight-line allocation over the useful life of the property as estimated by the valuer;
- vehicles, plant, furniture and equipment – straight-line allocation over the useful life of the asset, as advised by a suitably qualified officer and/or Responsible Officer for that asset; and
- infrastructure – straight-line allocation over the useful life of the asset, as advised by a suitably qualified officer, and/or Responsible Officer and/or valuer for that asset.

Newly acquired assets and capital enhancements are depreciated from the year after acquisition, unless the variation in change is considered material. In this respect only, the Council does not fully comply with the requirements of IAS16 Property, Plant & Equipment but this is not a material consideration for the Council.

Useful life of an asset is shown below for the relevant categories

• Infrastructure	10, 20 or 40 years
• Buildings	10, 20 or 50 years
• Vehicles	5, 6 or 7 years
• Computer Equipment / systems	3, 5 or 10 years
• Other	3, 5 or 7 years

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. All assets with a gross value over £50,000 are considered for componentisation. If on consideration a component is assessed to be greater than 20% of the total cost of the asset, it is componentised and the separate components depreciated using appropriate useful lives. Components that are individually less than 20% of the total cost of the asset are not treated as separate components for accounting purposes. They are valued and depreciated as part of the building structure.

The Council has a deminimis limit of £10,000 for capital expenditure purposes which results in the capitalisation of expenditure above that limit as an asset in the balance sheet. Items below this limit charged to revenue.

A materiality level of £50,000 for property assets has been determined by analysing the gross book values of building assets and assessing the impact of using different thresholds. Using a £50,000 limit means that 75% and £73.2m of the Councils £98.2m property portfolio will be assessed for componentisation (figures correct as at 31st March 2014.

The following five components have been identified:

1) Land;
2) Structure of Building;
3) Roof;
4) Electrical & Mechanical (inc. Plant & Equipment); and
5) Other / specialist.

Each component is considered to depreciate on a straight line basis. The useful life of a component will vary according to the type of property in which it is located and the amount of use to which it is put. The useful life of a component will be determined by the valuer when a component part is identified.

Where a component is replaced or restored, the carrying amount of the old component shall be derecognised to avoid double counting and the new component reflected at the cost or new carrying value.

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 historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

13.21.5 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. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previously losses recognised in the Surplus or Deficit on Provision of Services. 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 non-current assets 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 and are kept under their original category.

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) 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. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. A proportion of receipts relating to housing disposals (75% for dwellings and 50% for land, net of statutory deductions and allowances) are payable to the Government. The balance of receipts is required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment. Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement. The written-off value of disposals is not a charge against council tax, as the cost of fixed assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

13.22 Heritage Assets

13.22.1 Tangible and Intangible Heritage Assets

Heritage Assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Council's accounting policies on property, plant and equipment. However, some of the measurement rules are relaxed in relation to heritage assets. These items are reported in the Balance Sheet at insurance valuation which is based on market values. These insurance valuations are updated on an annual basis.

There is an annual programme of valuations and items are valued by an external valuer. The assets within the art collection are deemed to have indeterminate lives and a high residual value; hence the Council does not consider it appropriate to charge depreciation.

Acquisitions are made by purchase or donation. Acquisitions are initially recognised at cost and donations are recognised at valuation with valuations provided by the external valuers and with reference to appropriate insurance values and commercial markets using the most relevant and recent information from sales at auctions.

13.22.2 Heritage Assets – General

The carrying amounts of heritage assets are reviewed where there is evidence of impairment for heritage assets, for example, where an item has suffered physical deterioration or breakage or where doubts arise as to its authenticity. Any impairment is recognised and measured in accordance with the Council's general policies on impairment. The trustees of the Council's Museum will occasionally dispose of heritage assets which have a doubtful provenance or are unsuitable for public display. The proceeds of such items are accounted for in accordance with the Council's general provisions relating to the disposal of property, plant and equipment.

Disposal proceeds are disclosed separately in the notes to the financial statements and are accounted for in accordance with statutory accounting requirements relating to capital expenditure and capital receipts.

13.23 Private Finance Initiative (PFI) and Similar Contracts

The Council has no PFI or similar contracts.

13.24 Provisions, Contingent Liabilities and Contingent Assets

13.24.1Provisions

Provisions are made where an event has taken place that gives the Council a legal or constructive obligation 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 charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the Council becomes aware of the obligation, and are measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year. Where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service.

Where some or all of the payment required to settle a provision is expected to be recovered from another party (e.g. from an insurance claim) this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the Council settles the obligation.

13.24.2 Provision for Back Pay Arising from Unequal Pay Claims

The Authority has no claims for back pay arising from discriminatory payments incurred before the Authority implemented its equal pay strategy.

13.24.3 Contingent Liabilities

A contingent liability arises where an event has taken place that gives the Council a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Council. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

Contingent liabilities are not recognised in the Balance Sheet but disclosed in a note to the accounts.

13.24.4 Contingent Assets
A contingent asset arises where an event has taken place that gives the Council a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Council.

Contingent assets are not recognised in the Balance Sheet but disclosed in a note to the accounts where it is probable that there will be an inflow of economic benefits or service potential.

13.25 Reserves

The Council sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure. Certain reserves are kept to manage the accounting processes for non-current assets, financial instruments, retirement and employee benefits and do not represent usable resources for the Council – these reserves are explained in the relevant policies.

13.26 Revenue Expenditure Funded from Capital under Statute (REFCUS)

Expenditure incurred during the year that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Council has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so that there is no impact on the level of council tax.

13.27 VAT

VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs. VAT receivable is excluded from income. The amount of VAT irrecoverable is negligible.

14. GLOSSARY OF TERMS USED IN FINANCIAL STATEMENTS

Accrual
An amount included in the final accounts to cover income or spending during an accounting period for goods or work done, but for which we have not received or made a payment by the end of that accounting period.

Accumulated Absences Account
The Accumulated Absences Account absorbs the difference that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year e.g. annual leave entitlement carried forward at 31 March. Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.

Actuarial Gains and Losses
Actuarial gains and losses, in respect of the pension fund, arise where actual events have not coincided with the actuarial assumptions made for the last valuation (known as experience gains/losses) or the actuarial assumptions have changed. For example an unexpectedly high pay award may have been made during the year or employee turnover may have been greater than expected. Scheme assets will need to be revalued on the basis of the revised information.

Actuarial valuation
This is when an actuary checks what the pension scheme's assets are worth and compares them with what the scheme owes. They then work out how much the contributions from employers must be so that there will be enough money in the scheme when people get their pensions.

Audit
An independent examination of the Council's accounts to ensure that they comply with the necessary legislation and follow best accounting practice. The Council's accounts are audited by the external auditor. For 2013-14 Ernst Young have been Appointed as the Council's external auditor.

Balances
The revenue reserves of the Council, made up of the accumulated surplus of income over expenditure. Balances from part of our reserves.

Balance Sheet
The Balance Sheet is a snapshot of the accounts as at the 31st March. It includes the assets and liabilities of all activities of the Council.

Business Rates or National Non-Domestic Rates (NNDR)
The rates paid by businesses. The money is collected by the Council and paid into a central pool administered by the Government. The total collected is then redistributed to Council's on the basis of population.

Capital Adjustment Account
Reflects the timing difference between the cost of fixed assets consumed and the capital financing set aside to pay for them.

Capital Charge
A charge to reflect the cost of fixed assets used to provide services.

Capital Expenditure
Spending to buy significant fixed assets that we will use or benefit from for more than a year (for example, land and buildings).

Capital Receipts
Proceeds from the sale of assets which have a long term value.

Cash and Cash Equivalents
Cash and Cash Equivalents comprises of cash on hand and demand deposits which are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value. They must be held for the purpose of meeting short-term cash commitments rather than for investment or other purposes.

Cash Flow Statement
This consolidated statement summarises the inflows and outflows of cash arising from transactions with third parties for revenue and capital purposes.

Chartered Institute of Public Finance and Accountancy (CIPFA)
The leading professional accountancy body for the public services. They set and monitor professional standards and provide education and training in accountancy and financial management. This is the main professional organisation for accountants working in the public service.

Code of Practice on Local Council Accounting
A guidance publication which interprets the requirements of International Financial Reporting Standards in the United Kingdom.

Collection Fund
This account reflects the statutory requirement to maintain a separate Fund, which shows the transactions of the billing Council in relation to National Non-Domestic Rates and Council Tax, and illustrates the way in which these have been distributed to preceptors and the Council's General Fund. The Collection Fund is consolidated with the other accounts of the Council.

Collection Fund Adjustment Account
The practical effect of the changes in the 2009 SORP is that the Collection Fund balance in the Balance Sheet will disappear. The surplus/deficit will be shared out in its entirety between the Council and its preceptors. The preceptors' share will be carried as creditors/debtors, but the Council's share will be credited to it's I+E Account. The Collection Fund Adjustment Account is then needed to reconcile the net credit made to the I+E Account for council tax to the statutory amount in the Statement of Movement - i.e., the demand on the Collection Fund for the year, plus the statutory amount payable/receivable for the year in relation to past deficits/surpluses.

Communities & Local Government (CLG)
CLG works to create a thriving, sustainable, vibrant community that improves everyone's life.

Community Assets
Assets that we plan to hold onto indefinitely, that have no set useful life and that may have restrictions on being sold.

Commuted Sums
Commuted Sums are negotiated contributions from developers, usually under section 106 Planning Agreements. The amenities provided by this funding are generally on-site play facilities; off-site sports facilities or 15 years open space grounds maintenance.

Comprehensive Income and Expenditure Account
The Income and Expenditure Account reports the net cost of the functions for which the Council is responsible. It shows how the net cost has been financed from general government grants and income from taxpayers.

Contingency
The money we set aside to pay for unexpected spending.

Contingent liabilities
An amount we could owe when we send the accounts for approval. We will include the liability in the balance sheet if we can estimate it reasonably accurately. Otherwise we would add the liability as a note to the accounts.

Contingent Assets and Liabilities
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.

Corporate and Democratic Core
Split under 2 headings:

Corporate Management: concerns those activities and costs that provide the “infrastructure” that allows services to be provided. Charges to this heading are strictly regulated. If costs can be identified within individual service areas, they cannot be charged here.

Democratic Representation and Management: includes all aspects of Members’ activities including corporate, programme and service policy making, governance and representation of local interests.

Council Tax
The local tax that pays for a proportion of council services. It replaced the poll tax in April 1993.

Creditors
Amounts we owe for work done, goods received or services provided which have not been paid for by the end of the financial year.

Current Assets
An asset which will be used up during the next accounting period e.g. stocks.

Current Liabilities
Amounts which will become due or could be called upon during the next accounting period.

Current Service Cost
Current service (pension) cost is an estimate of the true economic cost of employing staff in a financial year, earning years of service that will eventually entitle them to a lump sum and a pension. It measures the full liability estimated to have been generated in the year (at today’s prices) and is unaffected by whether the fund is in surplus or deficit.

Debtors
Amounts we owe for work done, goods received or services provided which have not been paid for by the end of the financial year.

Depreciation
The measure of the wearing out, consumption or other reduction in the useful economic life of a fixed asset, whether arising from use, passage of time, or of obsolescence through technological or other changes.

Derecognition
The Code requires investment property to be de-recognised on disposal or when the property is permanently withdrawn from use and no future economic benefits are expected from its disposal.

Earmarked Reserves
Reserves set aside for specific purposes.

Exceptional Items
Items of income and expense that are deemed to be exceptional based on their significance (material), their nature and amount is disclosed separately, either on the face of the Comprehensive Income and Expenditure Statement or in the notes to the accounts, depending on how significant the items are to an understanding of the Council's financial performance.

Expected Return on Assets
Under the provisions of IAS19 the expected return on assets is a measure of the return (income from dividends, interest etc.) on the assets held by the scheme for the year. It is not intended to reflect the actual returns, but a longer term measure, based on assets at the start of the year, any movements during the year and an expected return factor.

Fair Value
The fair value of an asset is the price at which it could be exchanged in an "arms length" transaction less, where applicable, any grants receivable towards the purchase or use of that asset.

Finance Lease
A lease that transfers substantially all the risks and rewards of ownership of a fixed asset to the lessee. Such a transfer may be presumed to occur if, at the inception of the lease, the present value of the minimum lease payments, including any initial payment, amounts to substantially all of the fair value of the leased asset.

Financial Instrument Adjustment Account
This technical guidance requires certain Financial Instruments such as loans and deposits to be valued on the Balance Sheet in accordance with the financial reporting requirements rather than being shown at their "nominal" value. This results in an impact on Service Cost and Interest in the Income and Expenditure Account. However, Accounting Regulations have been put in place to allow the impact of these new accounting requirements to be adjusted in the Statement of Movement in the General Fund Balance. This adjustment has resulted in creation of a Financial Instrument Adjustment Account on the Balance Sheet.

Fixed Asset
A tangible asset that yields benefit to the Council and the services it provides for a period of time in excess of one year.

General Fund
This account shows the expenditure and income relating to all the services provided by the Council and how the net cost of these services has been financed by the local taxpayers and government grants.

Government Grants
Assistance by government and inter-government agencies and similar bodies, whether local or national, or international, in the form of cash or transfers of assets to the Council in return for past or future compliance with certain conditions.

Heritage Assets
A heritage asset is an asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture. These are accounted for in accordance with FRS 30 Heritage Assets as adopted in the Code of Practice on Local Council Accounting, as there is no IFRS that deals with heritage assets. Heritage assets can be both tangible and intangible in nature.

Housing Benefit
Payments to people on low incomes to assist them in meeting their housing costs.

Impairment
Impairment occurs where the recoverable amount of the fixed asset is lower than the carrying value amount.

Infrastructure Assets
Fixed assets that are immovable or not transferable, expenditure on which is recoverable only by the continued use of the asset created. Examples of infrastructure assets are the various Town Centre Improvement Schemes.

Intangible Assets
Expenditure which has been capitalised but which does not always produce a fixed asset, e.g. software licences.

Interest Cost
Under the provisions of IAS 19 interest cost is the amount needed to unwind the discount applied in calculating the current service cost. Provisions made at present value in previous years will need to be uplifted by a year's discount in order to keep pace with current values.

IFRS
International financial reporting standards (IFRS) represent a set of generally accepted accounting principles (GAAP) used by companies to prepare financial statements.

International Financial Reporting Standards that have been developed by the International Accounting Standards Board (IASB). These are a set of accounting rules followed by, or being adopted by, more than 100 countries. All member states of the EU are required to use IFRS as adopted by the EU for listed companies since 2005.

International Accounting Standard 19 (Retirement Benefits)
The objectives of IAS19 are to ensure that financial statements contain adequate disclosure of the cost of providing retirement benefits and the related gains, losses, assets and liabilities. The financial statement should also reflect the assets and liabilities arising from an employer's retirement benefit obligations and any related funding at fair values. In addition the operating costs of providing retirement benefits should be recognised in the accounting period(s) in which the benefits are earned by the employees, and the related finance costs and any other changes in value of the assets and liabilities should be recognised in the accounting periods in which they arise.

Inventories
These comprise the following:-
a) goods or other assets purchased for resale;
b) consumable stores;
c) products and services in intermediate stages of completion; and
d) finished goods for resale.

Investments
A long-term investment is an investment for longer than twelve months. Investments which do not meet these criteria are classed as short term investments and shown in current assets.

Investment Properties
Interest in land and / or buildings which is held for its investment potential, rather than its use in the provision of the Council's services to the public, any rental income being negotiated at arms length.

Leasing
A way of paying for capital spending where we pay a rental charge for a certain period of time. There are two main types of leasing arrangements.
a) Finance leases, which transfer all the risks and rewards of owning a fixed asset to the person taking out the lease. These assets are included in the fixed assets in the balance sheet.

b) Operating leases, where the leasing company owns the asset and the yearly rental is charged direct to the income and expenditure account.

Local Government Pension Scheme (LGPS)
Cherwell District Council participates in the LGPS, which is a defined benefit pension scheme based on final pensionable salary. The fund is administered by Oxfordshire County Council.

Minimum Revenue Provision
The minimum amount of the Council's external debt that must be repaid in accordance with Government regulations, by the revenue account in the year of account.

Movement in Reserves Statement
This statement brings together all the recognised gains and losses of the Council during the period and identifies those that have and have not been recognised in the Income and Expenditure account. The statement separates the movements between revenue and capital reserves

Net Book Value
The amount at which fixed assets are included in the balance sheet, i.e. their historical cost or current value less the cumulative amounts provided for depreciation.

Non Distributed Costs
These tend to be costs which, because of their nature, cannot be allocated or apportioned to services. They may include the costs associated with the unused shares of IT facilities or other long-term unused but unrealisable assets. They may also include the costs of past service, settlement and curtailment pension contributions.

Non-Operational Assets
Fixed assets held by the Council but not directly occupied, used or consumed in the delivery of its services. Examples of non-operational assets include investment properties and those assets which are surplus to requirements and which are being held pending sale or redevelopment.

Operational Assets
Fixed assets held and occupied, used or consumed by the Council in the direct delivery of those services for which it has a statutory or discretionary responsibility.

Past Service Costs
Under the provisions of IAS19 past service costs are non-periodic costs arising from decisions in the current year but whose financial effect is derived from years of service earned in earlier years. Most costs are likely to be discretionary benefits, including added year liabilities. Any new added years liabilities/past service costs will need to be recognised in non distributed costs.

Pensions Reserve
The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions.

Post Balance Sheet Events
Those events, both favourable and unfavourable, which occur between the balance sheet date and the date on which the Statement of Accounts is signed by the responsible officer and authorised for issue.

Precepts
The amount that the Council is required to collect from council tax payers to fund another, non tax collecting Council's expenditure. Precepts are issued by County, Parish and Town Councils and the local police Council.

Prior Year Adjustments
Those material adjustments which apply to previous years, which have arisen from changes in accounting policies or from the correction of fundamental errors. They do not include adjustments of accounting estimates made in prior years.

Provision
An amount we set aside to provide for something we will need to pay, but where we do not know the exact amount and the date on which it will arise.

Related Party Transactions
The Council is required to disclose any material transactions with related parties to ensure that stakeholders are aware when these transactions take place and the amount and implications of such transactions.

Reserves
Amounts of money put aside to meet certain categories of expenditure in order to avoid fluctuations in the charge to the General Fund.

Revaluation Reserve
Records the unrealised net gains from revaluations made after 1st April 2007.

Revenue Expenditure
The Council's day-to-day expenditure on items which include wages, stationery and interest charges.

Revenue Expenditure Funded from Capital under Statute (REFCUS)
Capital expenditure which does not result in, or remain matched with, tangible assets. Examples of this include expenditure on items such as private sector housing grants or expenses included in the promotion of a Private Act of Parliament.

Revenue Support Grant
The main non-service specific grant from Central Government to fund the Council's expenditure.

Service Reporting Code of Practice (SeRCOP)
This Code of Practice provides guidance on the reporting structure, to enable consistency and comparison of costs with other councils. The highest structure level shown in the statements are mandatory.

Useable Capital Receipts
The amount of capital receipts which the Council is able to use to finance capital spending.

Useful Life
The period over which the Council will derive benefits from the use of a fixed asset.

Usable Reserves
Reserves that can be applied to fund expenditure or to reduce council tax.

Unusable Reserves
Reserves that are kept to manage the accounting processes for non-current assets, financial instruments, and retirement and do not represent usable resources for the Council.