

**Oxfordshire Community Foundation**

**Financial Statements**

**for the year ended**

**31st March 2017**

**Wenn Townsend**

**Chartered Accountants**

**Oxford**

## Oxfordshire Community Foundation

### Charity Information

Charity Registered Number	1151621
Registered Office	Oxfordshire Community Foundation 3 Woodin's Way, Oxford OX1 1HD  01865 798666  <a href="mailto:ocf@oxfordshire.org">ocf@oxfordshire.org</a>
President	Tim Stevenson OBE, Lord Lieutenant of Oxfordshire
Trustees	John Taylor (Chair) Glyn Benson Nicholas Case Laura Chapman Anne Davies Amanda Phillips Neil Preddy Jane Wates OBE
Chief Executive	Jayne Woodley
Bankers	Bank of Scotland Barclays Bank Plc National Westminster Plc Nationwide Building Society
Investment Brokers	Brompton Asset Management CCLA
Auditors	Wenn Townsend, Oxford

## **Oxfordshire Community Foundation**

### **Trustees' Annual Report for the year ended 31st March 2017**

The Trustees submit their annual report and the audited financial statements for the year ended 31st March 2017. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the Charity.

On the 1st October 2013, The Oxfordshire Community Foundation (OCF) formerly a registered Charity, number 1046432, became a Charitable Incorporated Organisation (CIO) with registered number 1151621.

Following conversion to a CIO, all previous Annual Reports of the former registered Charity, number 1046432, are no longer available on the Charity Commission website but may be found on <http://oxfordshire.org/about-us/annual-reports-accounts/>.

#### **Chair's Summary**

In 2016, Oxfordshire Community Foundation (OCF) launched a new five-point strategy, supporting our mission to inspire local philanthropy and develop community-based solutions to key social problems. I am delighted to be able to share within our Annual Report and Financial Statements for the year ended 31st March 2017 the progress made by the organisation against all five of these objectives.

In particular, OCF's key strength rests in our capability to convene the resources of those who share our commitment to the common good and to ensure collaboration and partnership working are at the heart of everything we do. By fully embracing this approach, I believe OCF can play a central role in finding long-term, preventative solutions to the many problems faced by those in our communities, something that will become increasingly urgent as local government priorities focus only on statutory obligations as further funding cuts set in over the coming years.

#### **Structure, governance and management**

##### **Organisation Structure**

The Trustees meet a minimum of six times a year. In addition, all Trustees must sit on one or more of four Board committees; Finance, Investment and Risk Management, Philanthropy and Marketing, Community Impact (grant making), Digital Advisory Board. Each of these meets frequently in between Trustee meetings with any recommendations discussed and approved at a full Trustee meeting. Non-board members are welcome to contribute their expertise, in support of the Foundation and opportunities for volunteers to join the Board committees are regularly advertised.

The day-to-day responsibility for the organisation is delegated to the Chief Executive, who is supported by a small team to manage all aspects of the organisation's community leadership activities and the development of new and existing philanthropic relationships as well as OCF's charitable grant making and general office administration.

##### **Trustee Changes**

The following Trustees were appointed / resigned during the year:

Lisa Compton (resigned December 2016)

##### **Key Management Personnel Remuneration**

The Trustees consider the Board of Trustees and the Chief Executive as comprising the key management personnel of the Charity in charge of strategy and governance and running the Charity on a daily basis. All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in note 6 to the accounts.

Trustees are required to disclose all relevant interests and in accordance with the Trust's policy withdraw from decisions where a conflict of interest arises.

## Oxfordshire Community Foundation

### Trustees' Annual Report for the year ended 31st March 2017

#### Key Management Personnel Remuneration (continued)

The performance of the Chief Executive is reviewed annually and remuneration is considered to ensure that it is fair and not out of line with similar roles. During the past twelve months, the Trustees have updated the organisation's personnel policies, implemented pension auto-enrolment from August 2016 and in March 2017 reviewed the total annual remuneration of all staff members benchmarking these against sector averages.

#### Permanent Endowment invested on total return basis

All endowment funds aside from those held with Brompton Asset Management (and shown as 'Main Endowment') are held in separate investment funds and accounted for on a total return basis. The amounts received are invested into CCLA investment funds, and the RPI indexed value of the original endowment is monitored by CCLA for each fund.

Any amounts in excess of the RPI indexed value are considered by the Trustees, and allocated to income as seen fit or as required to support the charitable objectives of the fund.

#### Risk Statement

The Trustees monitor and review the numerous risks to which OCF is exposed, by conducting a risk review as an integral part of the organisation's business planning process and combining this with the maintenance of a risk matrix which is reviewed by the Finance, Investment and Risk Management Committee. Where specific risks are identified these are referred for further consideration by other relevant committees prior to submission to the Board for full approval and annual updating.

Risks are identified and included where they are considered to have the potential to significantly disrupt achievement of either the organisation's strategic objectives or more routine operational activities. The Trustees acknowledge that the aim of a risk statement is not to eliminate risk but rather to ensure that the organisation makes every effort to manage and mitigate risk appropriately.

The Trustees are satisfied that procedures and adequate controls are in place to minimise the adverse impact of the risks they have assessed, thereby improving the probability of the organisation achieving its objectives and making better informed decisions to maximise any potential opportunities.

#### The principal risks and uncertainties identified

The main risks as identified in 2016 - 2017 together with any actions to mitigate them are:

##### 1. Financial loss as a result of cyber or other fraud; fines due to non-compliance etc

In November 2016, at the annual Board Away Day / Think Tank the Trustees agreed to prioritise the activities of a new Digital Advisory Board (sub-committee) to develop an integrated and long-term digital strategy and to grow expertise in an area which is becoming ever more complex and yet one on which the organisation is increasingly dependent.

Through Reciprocate our responsible business group, OCF is collaborating alongside Thames Valley Police to share information on what organisations can and need to do to protect themselves from cybercrime.

##### 2. Failure of internal controls and procedures to support statutory requirements e.g. GDPR compliance

In May 2018, new Data Protection regulation will come into force that will affect all organisations and OCF continues to be very proactive in implementing a plan that will see a full review of its policies with specific reference to IT usage, digital communications and Data Protection more generally.

In June 2016, OCF committed to additional external support in this area by signing a new contract with an Oxford-based IT company. Close management of this relationship remains a key priority going forward to ensure that it delivers a high level of service and proactive support.

## Oxfordshire Community Foundation

### Trustees' Annual Report for the year ended 31st March 2017

#### Risk Statement (continued)

All staff and board members undertake regular training to identify potential areas of weakness that could cause the loss of data or a confidential disclosure. Furthermore, as part of a continuing data management strategy, encryption of all records and cloud storage is under consideration.

From April - September 2017, OCF will undergo Quality Accreditation (QA4) an independent endorsement of the organisation's internal governance and achievement of Charity Commission benchmarks. QA4 is an integral requirement for membership of UKCF and the Trustees are confident that OCF's submission will be successful.

#### 3. Recession / other adverse impact on value of investments / ability of donors to donate

The Trustees are committed to inspiring local philanthropy and working in partnership with an increasing number of stakeholders. However, identifying more of the 'unknown unknowns' remains one of the organisation's key challenges and as the political and economic world (both locally and globally) shifts it is likely that this will impact the propensity and potential ability of those to give.

However, there is no denying the need for the sector and for society generally to contribute more and OCF has already made significant progress in championing what it sees as unacceptable social problems, and using its voice and recent research report, Oxfordshire Uncovered, to lead the way in championing a more collaborative and joined up approach to raising donations.

The Trustees are also committed to building a better Case for Endowment and earlier this year undertook a review to consider non-cash assets as a means of achieving endowment growth e.g. the gift of property and / or share transfers. Given current demographics and the individual wealth accumulated in property, the Trustees will also be considering how to incorporate legacy gifts within our planning and strategy.

In October 2016, OCF hosted a forum for other grant making trusts and foundations to explore how we might work together to improve effectiveness and innovation. A follow up event in June 2017, will look to explore whether there are opportunities to optimise digital technology to match fund with others whereby we might leverage new and additional value from the philanthropic funds of OCF donors.

#### 4. Reputational Risk

Whilst not a principal risk, the Trustees consider reputational risk to be of significant concern for the organisation, which could arise either through the general activities of the Charity or simply through indirect association with the wider sector e.g.:

- Adoption of particular stance which might alienate donors or other agencies
- Lack of transparency in grant-making process
- Charity failure / scandal especially if another Community Foundation, or alignment with controversial issue
- Action of third party supplier impacting on our reputation e.g. Salesforce not compliant with General Data Protection Regulation

Given the premium attached to transparency and the digital environment in which the Charity operates, the Trustees are mindful to ensure all activities have an appropriate level of planning and due diligence; that all processes are well documented; all communications are well considered and any statements can be easily verified.

#### Connected charities

The Charity is a member of UK Community Foundations (UKCF) Charity number 1004630, who proactively promote the work of Community Foundations throughout the United Kingdom although they have no executive involvement with any individual members.

## Oxfordshire Community Foundation

### Trustees' Annual Report for the year ended 31st March 2017

#### Risk Statement (continued)

##### Vision:

A better life for everyone in Oxfordshire

##### Mission Statement

To inspire local philanthropy and develop community-based solutions to key social problems

##### Objectives and strategic priorities

- Achieve a step change in our collaborative philanthropy
- Develop a knowledge hub for Oxfordshire's voluntary sector and key social and community problems
- Work in partnership to develop community-based solutions
- Be strategic, transparent and proactive in the distribution of our charitable funds
- Enhance our organisational capability and infrastructure to deliver our growth ambitions.

##### Charitable Purposes and Public Benefit

- The promotion of any charitable purposes for the benefit of the community in the area currently known as the County of Oxfordshire and its immediate neighbourhood and in particular the advancement of education, the protection of good health, both mental and physical, and the relief of poverty and sickness
- Other exclusively charitable purposes in the United Kingdom and elsewhere which are in the opinion of the Foundation beneficial to the community with a preference for those in the area of benefit

The Trustees have reviewed the guidance issued by the Charity Commission with regard to public benefit and believe that the above charitable purposes of OCF continue to be in line with that guidance.

##### Grant Making Policy

The Community Impact Panel is a committee of the Board of Trustees which has delegated responsibility to approve expenditure from charitable funds to ensure their effective and strategic distribution for community impact on behalf of the Foundation.

Charitable funds include both general OCF funds and all restricted funds held on behalf of named donors. The distribution of funds will be either a grant made payable to another charitable organisation or the settlement of an invoice or direct fund expense incurred to support any of the following:

- activities of registered charities and other groups or individuals which meet the Foundation's objects
- activities that are considered in support of the public benefit and are in line with the Foundation's mission and strategic objectives, as agreed by the Trustees.

The Community Impact Panel comprises a minimum of two Board members (appointed by the Board) with other volunteer members who have relevant expertise and experience of the local communities of Oxfordshire and the social needs that OCF has identified as priorities. The panel meets a minimum of four times a year and has discretion to increase the number of meetings, depending on need.

Where OCF enters into agreement with named fund holders, distribution of funds will be in line with individual eligibility criteria as set out in a Memorandum of Understanding supported by the Chair of the Panel.

## **Oxfordshire Community Foundation**

### **Trustees' Annual Report for the period ended 31st March 2017**

#### **Grant Making Policy (continued)**

The Chair of the Board is an ex-officio member. The quorum for meetings is four members, two of whom must be full Board members. Approval of all decisions requires a majority.

The Chair of the Committee must be a trustee of the OCF Board and will be appointed by the Board for a term of 3 years.

The Chair will present an annual plan of OCF grant making for Board approval, which will identify:

- intended community impact of activities
- how the plan supports OCF strategic objectives
- any significant changes to current eligibility or assessment process
- funds available for distribution for the year

#### **Achievements and performance**

For the year ended March 2017, key achievements for the Oxfordshire Community Foundation are:

- Research and publication of Oxfordshire Uncovered, transformational in terms of wider stakeholder engagement and continuing OCF endorsement as 'expert on community needs across the county'
- Development of Reciprocate - OCF proposition to Business, by aligning the CSR activity of its 51 members to deliver significant contribution to OCF community impact, via a coordinated focus on skills based employee volunteering, work experience and inclusive recruitment practice
- Digital innovation; first Community Foundation in the UK to publish open data on 360 Giving, added to which OCF is now partnering with The Good Exchange to pilot a new grant-making platform that enables multiple funders to join together in funding projects and providing match funds for charitable organisations
- Step Change Fund: After a successful pilot (£600,000 in infrastructure grants to 18 charities), the Future-Building Fund has had a change of name and is fully integrated into the OCF suite of grant programmes
- In October 2016, OCF launched Charity Triage in collaboration with OCVA and Charity Mentors, to help local charities struggling with strategy, funding or governance; we have dealt with 12 referrals in the last six months.
- Since June 2016, OCF retained the services of HR consultant and the support of a cloud-based HR portal, breatheHR. This has significantly enhanced OCF employment practices and enables 'exemplar' record keeping and confidentiality for all personnel matters (staff contracts, salary reviews, holiday requests, Personal Development Plans, Role Profiles etc).
- Total voluntary income £1,331,774 - a great privilege again to recognise the contribution and generosity of our donors in this achievement which now represents the fourth consecutive year where OCF has successfully stewarded more than £1 million in donations.

#### **How Expenditure Has Supported Key Objectives**

For year ended March 2017 OCF has provided through a range of grant programmes, community investment of £847,017 compared to £639,615 for the 12 months to March 2016.

Oxfordshire Community Foundation publishes full details of all the organisations it has supported via 360 Giving, the open data source for grant funders. For a full list for the year ended March 2017 <http://grantnav.threesixtygiving.org/publisher/360G-ocf>

In addition, expenditure from restricted donations gifted specifically to cover a proportion of staff costs has also enabled investment in our community leadership activities to champion the role of the charitable sector and to inspire more Oxfordshire based philanthropy.

#### **Financial review**

##### **Principal Funding Sources**

The principal source of funding / voluntary income is from private individuals and charitable trusts.

## Oxfordshire Community Foundation

### Trustees' Annual Report for the period ended 31st March 2017

#### Investment Policy

In addition to the long leasehold property owned by OCF the capital funds of the Foundation are invested through Brompton Asset Management and CCLA. Both managers invest across regions and asset classes, although CCLA has a heavy equity bias, while Brompton's portfolio is split between equity funds and funds invested in other asset classes, yet both have a bias towards income producing investments.

The year to March 2017 was characterized by a positive but complex backdrop for financial markets. Markets in aggregate performed strongly, although with some of the key drivers being unexpected political outcomes in the UK and US – in particular the UK's vote to leave the EU supported global market returns from a sterling investor perspective via the weakening of the UK currency.

Against this backdrop, both managers performed strongly in nominal and real terms: Brompton returned 13.6% net of fees and CCLA returned 19.3% net of fees, while UK consumer price inflation was at 2.3% over the period. Both managers benefitted from overseas exposure, while CCLA's stronger performance reflects the greater equity bias within the CCLA strategy.

Trustees continue to actively monitor and review fund managers within the investment portfolio with the Finance, Investment and Risk Management Committee undertaking a quarterly review of endowment investments held.

#### Reserves

As at 31st March 2017, OCF held the following reserves:

- Endowment Reserves £4,857,786 (2016: £4,246,759)
- Restricted Reserves £1,120,634 (2016: £871,809)
- Unrestricted Reserves £198,896 (2016: £138,872)

Endowment Reserves comprise capital sums that have been donated with the restriction that they are invested and that the investment return is available for expenditure in accordance with the donor's wishes.

Restricted Reserves comprise Funds available for expenditure in accordance with the donor's philanthropic strategies for giving. It is an aspiration to see these funds typically expended over a 2 - 3 year period.

Unrestricted Reserves are the balance of OCF's Funds, not designated for any particular purpose and as such are freely available to the Trustees for any of the Charity's purposes.

#### Reserves Policy

On recommendation from the Finance, Investment and Risk Management Committee, the Trustees have reviewed the reserves policy and as at 31st March 2017, the Board agreed to maintain reserves equivalent to 4 months unrestricted expenditure and for these to be held as cash balances.

The calculation of the required level of reserves is an integral part of the organisation's business planning processes, risk management and cash flow forecasting. The Trustees have reviewed the risks to the delivery of the Foundation's charitable mission and have modelled best and worst case scenarios to ensure the organisation's core activity could continue during a period of unforeseen difficulty.

The level of reserves and reserves policy is reviewed annually by the Board and the level of reserves is one of the factors taken into account when considering future expenditure. Should excess funds be available then a decision whether to apply these to current expenditure, hold them to meet future obligations in the short term or to distribute them in accordance with grant making strategies will be made.

As at 31st March 2017, the Finance, Investment and Risk Management Committee proposed that they would consider the balance of unrestricted funds in excess of 4 months may be made available for future grant making for the year to 31st March 2018.



## **Oxfordshire Community Foundation**

### **Trustees' Annual Report for the period ended 31st March 2017**

#### **Plans for future periods**

##### *Children's Centres and future local government cuts*

OCF plans to maintain involvement in this area of activity as the future of a number of Children's Centres across the county remains uncertain. The pilot approach adopted by OCF in Berinsfield has succeeded in supporting Employment Action Group charity to take on the lease of the old Children's Centre building in April 2017. An expanded employment and family service will launch from the re-named Berin Centre providing a range of services addressing the needs identified by the community.

OCF has used this experience to reflect on a number of key learnings and to help inform our wider work going forward as well as proactively make recommendations to Oxfordshire County Council on some specific and continuing challenges e.g. treatment of rent and lease arrangements. These are of particular concern given a similar exercise is now underway with Adult Day Centres, where the majority of funding will be withdrawn from end of September 2017. OCF has been fortunate to secure the pro bono support of a team of students from the Oxford University Business Consultancy to undertake some research and analysis of the likely impact of all the combined cuts going forward to 2020.

OCF's focus on Children's Centres has enabled the organisation to evidence how aligning our fund development activities more closely with our strategic grant making provides excellent opportunities to engage donors more directly in our work together with a particular emphasis on the ability to target impact ever more locally.

OCF plan to continue developing this concept throughout the year ahead and will regularly share updates and further details via our website and wider marketing and communications activities.

##### *Thames Valley Police*

OCF and neighbouring Community Foundations in Berkshire, Buckinghamshire and Milton Keynes are delighted to announce that they will now be working in partnership with the office of the Police and Crime Commissioner and Chief Constable of Thames Valley Police to distribute funds from the Police Property Act Fund.

This follows a period of close relationship building between all parties and an acknowledgement that by working together and collaborating over future distribution of funds there were mutual benefits in that we would avoid duplication of effort and provide the local charitable sector with more effective support.

##### *Digital Advisory Board*

Following our annual Board Away Day / Think Tank in November 2016, the Trustees reflected on how to progress our State of the Sector / Data for Good project plans and the creation of a new Digital Advisory Board was agreed to be the best way to achieve this going forward. The Digital Advisory Board will have responsibility for the development of a digital strategy for the organisation that will not only incorporate our State of the Sector project but also ensure full integration with all other IT and data opportunities / requirements as identified e.g. new General Data Protection Regulation May 2018.

In February 2017 OCF Trustees held an inaugural meeting of the Digital Advisory Board and wish to thank our co-opted members who have kindly volunteered to support our work in this area, by sharing their interests and specific digital skills.

##### *Trusts and Foundations – The Good Exchange*

Recent experience has highlighted the benefits of OCF working alongside other Trusts and Foundations with an interest in Oxfordshire.

Following a previous informal meeting in 2016, OCF will again be hosting another Funders Forum event in June 2017 where we look forward to announcing our partnership with The Good Exchange - a digital platform that provides opportunities for collaboration between funders to fund grant applications.

**Oxfordshire Community Foundation**  
**Trustees' Annual Report**  
**for the period ended 31st March 2017**

**Trustees' responsibilities for the financial statements**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Acknowledgements**

The Trustees would like to place their thanks on record to all our donors, supporters, volunteers and staff for their contribution to the achievements of the OCF.

This report was approved by the Board on behalf of the Trustees on 10th July 2017.

**John Taylor**  
**Chair**

## **Oxfordshire Community Foundation**

### **Independent Auditors' Report to the Trustees of Oxfordshire Community Foundation**

We have audited the financial statements of Oxfordshire Community Foundation for the year ended 31st March 2017 which comprise as the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

This report is made solely to the charity's trustees, as a body, in accordance with regulations made under section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on page 10, the trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st March 2017, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Oxfordshire Community Foundation**

**Independent Auditors' Report to the Trustees of Oxfordshire Community Foundation**

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Wenn Townsend Statutory Auditor**

**10th July 2017**

*Wenn Townsend is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.*

Oxfordshire Community Foundation

Statement of Financial Activities  
for the year ended 31st March 2017

	Note	Unrestricted Funds 2017 £	Restricted Funds 2017 £	Endowment Funds 2017 £	Total 2017 £	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Endowment Funds 2016 £	Total 2016 £
<b>Income and endowments from:</b>									
Donations and legacies		124,424	1,134,134	73,216	1,331,774	72,917	759,370	244,375	1,076,662
Investments	2	58,466	99,136	-	157,602	41,625	94,464	-	136,089
<b>Total income and endowments</b>		<u>182,890</u>	<u>1,233,270</u>	<u>73,216</u>	<u>1,489,376</u>	<u>114,542</u>	<u>853,834</u>	<u>244,375</u>	<u>1,212,751</u>
<b>Expenditure on:</b>									
Raising funds	3	73,838	-	-	73,838	73,503	-	-	73,503
Charitable activities	4	177,405	847,017	3,324	1,027,746	235,497	561,215	3,853	800,565
<b>Total expenditure</b>		<u>251,243</u>	<u>847,017</u>	<u>3,324</u>	<u>1,101,584</u>	<u>309,000</u>	<u>561,215</u>	<u>3,853</u>	<u>874,068</u>
Gains/(losses) on investments	8	-	-	532,084	532,084	-	-	(130,639)	(130,639)
<b>Net (expenditure)/income</b>		<u>(68,353)</u>	<u>386,253</u>	<u>601,976</u>	<u>919,876</u>	<u>(194,458)</u>	<u>292,619</u>	<u>109,883</u>	<u>208,044</u>
<b>Transfers between funds</b>	13/14	<u>128,377</u>	<u>(137,428)</u>	<u>9,051</u>	<u>-</u>	<u>89,176</u>	<u>(49,217)</u>	<u>(39,959)</u>	<u>-</u>
<b>Net movement in funds</b>		<u>60,024</u>	<u>248,825</u>	<u>611,027</u>	<u>919,876</u>	<u>(105,282)</u>	<u>243,402</u>	<u>69,924</u>	<u>208,044</u>
Funds balance at 1st April 2016		<u>138,872</u>	<u>871,809</u>	<u>4,246,759</u>	<u>5,257,440</u>	<u>244,154</u>	<u>628,407</u>	<u>4,176,835</u>	<u>5,049,396</u>
Fund balance at 31st March 2017		<u><u>198,896</u></u>	<u><u>1,120,634</u></u>	<u><u>4,857,786</u></u>	<u><u>6,177,316</u></u>	<u><u>138,872</u></u>	<u><u>871,809</u></u>	<u><u>4,246,759</u></u>	<u><u>5,257,440</u></u>

All income and expenditure derive from continuing activities.

**Oxfordshire Community Foundation**

**Balance Sheet  
As at 31st March 2017**

		2017		2016	
	Note	£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	7		251,444		256,884
Investments	8		4,633,543		4,034,262
			<u>4,884,987</u>		<u>4,291,146</u>
<b>Current Assets</b>					
Debtors	9	79,773		84,168	
Cash at bank and in hand		1,441,031		1,045,172	
		<u>1,520,804</u>		<u>1,129,340</u>	
<b>Creditors: amounts falling due within one year</b>	10	<u>(208,350)</u>		<u>(139,421)</u>	
<b>Net Current Assets</b>			<u>1,312,454</u>		<u>989,919</u>
<b>Total assets less current liabilities</b>			<u>6,197,441</u>		<u>5,281,065</u>
<b>Creditors: amounts falling due after more than one year</b>	11		<u>(20,125)</u>		<u>(23,625)</u>
<b>Net Assets</b>			<u><u>6,177,316</u></u>		<u><u>5,257,440</u></u>
<b>Funds</b>					
Unrestricted	12		198,896		138,872
Restricted	12/13		1,120,634		871,809
Endowment	12/13		4,857,786		4,246,759
			<u>6,177,316</u>		<u>5,257,440</u>

The Trustees approved the financial statements on 10th July 2017.

**John Taylor**  
Chair

**Oxfordshire Community Foundation**

**Statement of Cash Flows  
for the year ended 31st March 2017**

	Note	2017 £	2016 £
<b>Net cash flow from operating activities</b>	16	232,238	(119,104)
<b>Cash flow from investing activities</b>			
Payments to acquire tangible fixed assets		-	(3,709)
Payments to acquire investments		(67,197)	(244,375)
Receipts from sale of investments		-	165,024
Interest received		5,276	3,715
Dividends received		152,326	132,374
<b>Net cash flow from investing activities</b>		90,405	53,029
<b>Cash flow from financing activities</b>			
Receipt of permanent endowment		73,216	244,375
<b>Net cash flow from financing activities</b>		73,216	244,375
<b>Net increase in cash and cash equivalents</b>		395,859	178,300
<b>Cash and cash equivalents at 1st April 2016</b>		1,045,172	866,872
<b>Cash and cash equivalents at 31st March 2017</b>		1,441,031	1,045,172
<b>Cash and cash equivalents consists of:</b>			
Cash at bank and in hand		1,441,031	1,045,172
<b>Cash and cash equivalents at 31st March 2017</b>		1,441,031	1,045,172

## **Oxfordshire Community Foundation**

### **Notes to the Accounts for the year ended 31st March 2017**

#### **1. Summary of significant accounting policies**

##### **(a) General information and basis of preparation**

Oxfordshire Community Foundation is a charitable incorporated organisation in the United Kingdom. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are noted in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

##### **(b) Income recognition**

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure. No further amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity where it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.



## Oxfordshire Community Foundation

### Notes to the Accounts for the year ended 31st March 2017

#### 1. Summary of significant accounting policies (continued)

##### (b) Income recognition (continued)

Investment income is earned through holding assets for investment purposes such as managed investment funds. It includes dividends and interest. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend income is recognised as the charity's right to receive payment is established.

##### (c) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes the cost of events publicity and a relevant portion of employment costs;
- Expenditure on charitable activities includes the charitable grants awarded.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

##### (d) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

##### (e) Fixed assets

Individual assets with an original cost of over £200 are capitalised. Depreciation is provided to write off the cost of these assets to their residual amount over their useful economic lives as follows:

Fixtures, fittings and equipment	-	over 4 years
IT equipment	-	over 4 years
Leasehold property	-	over the expected useful life

##### (f) Taxation

As a registered charity, the Community Foundation is not liable to taxation on its charitable activities. On the basis of these financial statements, no provision has been made for taxation.

## Oxfordshire Community Foundation

### Notes to the Accounts for the year ended 31st March 2017

..... continued

#### 1. Summary of significant accounting policies (continued)

##### (g) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the general endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income but where such income arises on any 'named' endowment funds this is applied in accordance with any agreements held between the named fundholder and OCF. Any capital gains or losses arising on the investments form part of the fund. Investment management charges and legal advice relating to the fund are charged against the fund.

##### (h) Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains/(losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

##### (i) Operating leases

Rentals applicable to operating leases are charged to the SoFA over the period in which the cost is incurred.

##### (j) Pension costs

The charitable company operates a defined contribution scheme for the benefit of some of its employees. The costs of contributions are written off against profits in the year they are payable.

##### (k) Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

## Oxfordshire Community Foundation

### Notes to the Accounts for the year ended 31st March 2017

..... continued

#### 1. Summary of significant accounting policies (continued)

##### (I) Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### 2. Investment income

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>2017 Total £</b>	<b>2016 Total £</b>
Dividends	53,190	99,136	-	152,326	132,374
Bank interest receivable	5,276	-	-	5,276	3,715
	<u>58,466</u>	<u>99,136</u>	<u>-</u>	<u>157,602</u>	<u>136,089</u>

#### 3. Costs of raising funds

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>2017 Total £</b>	<b>2016 Total £</b>
Employment costs	60,712	-	-	60,712	55,946
Fund development	13,126	-	-	13,126	17,557
	<u>73,838</u>	<u>-</u>	<u>-</u>	<u>73,838</u>	<u>73,503</u>

**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**4. Costs of charitable activities**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>2017 Total £</b>	<b>2016 Total £</b>
<b>Grants payable</b>					
Unrestricted and small grants	-	-	-	-	78,400
Restricted grants (see note 13)	-	847,017	-	847,017	561,215
<b>Community leadership</b>					
Employment costs	44,112	-	-	44,112	29,797
Other costs	7,227	-	-	7,227	-
<b>Total direct charitable activities costs</b>	<b>51,339</b>	<b>847,017</b>	<b>-</b>	<b>898,356</b>	<b>669,412</b>
<b>Support costs</b>					
Employment costs re grants	53,551	-	-	53,551	42,679
Rent and rates	2,915	-	-	2,915	2,461
Governance costs	27,422	-	-	27,422	25,271
Fund development	13,126	-	-	13,126	-
Other costs	29,052	-	3,324	32,376	60,742
<b>Total support of charitable activities costs</b>	<b>126,066</b>	<b>-</b>	<b>3,324</b>	<b>129,390</b>	<b>131,153</b>
<b>Total costs of charitable Activities</b>	<b>177,405</b>	<b>847,017</b>	<b>3,324</b>	<b>1,027,746</b>	<b>800,565</b>

Oxfordshire Community Foundation publishes full details of all the organisations it has supported via 360 Giving, the open data source for grant funders. For a full list for the year ended March 2017 <http://grantnav.threesixtygiving.org/publisher/360G-ocf>

**5. Governance costs**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>2017 Total £</b>	<b>2016 Total £</b>
Auditor's remuneration	3,030	-	-	3,030	3,330
Employment costs in support of Trustees' meetings	24,392	-	-	24,392	21,941
	<b>27,422</b>	<b>-</b>	<b>-</b>	<b>27,422</b>	<b>25,271</b>

**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**6. Employment costs**

	2017 £	2016 £
Wages and salaries	157,628	132,348
Social security costs	16,772	12,327
Pension costs	8,367	5,688
	182,767	150,363
	182,767	150,363

The average number of employees, and the number of full time equivalents, in the period was 5 (2016: 4).

One employee received emoluments of between £60,000 - £70,000 (2016: one).

No Trustee received remuneration or reimbursement for expenditure during the year.

Pension costs above represent charity contributions to defined contribution personal pension schemes. There were no amounts outstanding at the year end in respect of pension costs aside from the remaining balance on the £35,000 negotiated exit costs from the OCC fund on retirement of a former employee, as detailed in note 11.

The total amount of employee benefits received by key management personnel is £64,021 (2016: £60,688). The charity considers its key management personnel comprise the Board of Trustees and the Chief Executive.

**7. Fixed assets**

	Leasehold property £	Office equipment £	Total £
<b>Cost</b>			
At 1st April 2016 and at 31st March 2017	282,500	27,018	309,518
	282,500	27,018	309,518
<b>Accumulated depreciation</b>			
At 1st April 2016	33,766	18,868	52,634
Charge for the year	3,324	2,116	5,440
	37,090	20,984	58,074
At 31st March 2017	37,090	20,984	58,074
	37,090	20,984	58,074
<b>Net book value</b>			
At 31st March 2017	245,410	6,034	251,444
	245,410	6,034	251,444
At 31st March 2016	248,734	8,150	256,884
	248,734	8,150	256,884
	248,734	8,150	256,884

**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**8. Investments**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Valuation at 1st April 2016	4,034,262	4,085,550
Additions at cost	67,197	244,375
Disposals	-	(165,024)
Realised and unrealised gains/(losses) on revaluation	532,084	(130,639)
	<hr/>	<hr/>
Valuation at 31st March 2017	<u>4,633,543</u>	<u>4,034,262</u>

All investments are managed by investment fund managers. The cash balance within investments was £64,676 (2016: £94,968).

	<b>2017</b>	<b>%</b>
	<b>£</b>	
Investment holdings representing over 5% of the portfolio balance were:		
COIF Charities Investment Fund Income	2,966,751	64.0
	<hr/>	<hr/>

**9. Debtors**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Prepayments and accrued income	40,023	36,235
Other debtors	39,750	47,933
	<hr/>	<hr/>
	<u>79,773</u>	<u>84,168</u>

**10. Creditors: amounts falling due within one year**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Accruals	34,680	22,459
Pension liability	3,500	3,500
Grants payable	170,170	113,462
	<hr/>	<hr/>
	<u>208,350</u>	<u>139,421</u>

**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**11. Creditors: amounts falling due after one year**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Pension liability	20,125	23,625
	<u>20,125</u>	<u>23,625</u>

The above pension liability totalling £23,625 is a settlement for £35,000 originally owed to the Oxfordshire County Council (OCC) re a potential pension liability that crystallised on the retirement of a former OCF employee. It is to be repaid over a 10 year period.

**12. Analysis of net assets between funds**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>2017 Total</b>	<b>2016 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Funds are represented by the following assets:					
Tangible fixed assets	6,034	-	245,410	251,444	256,884
Investment fixed assets	-	21,167	4,612,376	4,633,543	4,034,262
Net current assets	212,987	1,699,467	-	1,312,454	989,919
Long term liabilities	(20,125)	-	-	(20,125)	(23,625)
	<u>198,896</u>	<u>1,120,634</u>	<u>4,857,786</u>	<u>6,177,316</u>	<u>5,257,440</u>

**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**13. Funds held\*\***

- a) The charity holds the following restricted funds, with the donations having originated from the sources as shown:

OCF trustees ratify distribution of all funds and any expenditure via the following panels:

	Individuals	Business	Trusts & Foundations	Total Named Funds	
				As at 2017	As at 2016
Community Impact Panel	15	6	3	24	21
Donor Advised Panel	5	1	-	6	6
Bespoke Panel	1	2	1	4	4
	<u>21</u>	<u>9</u>	<u>4</u>	<u>34</u>	<u>31</u>

	Balance at 1st April 2016 £	Income £	Expenditure £	OCF contribution transfer £	Transfers between funds £	Balance at 31st March 2017 £
Community Cohesion Fund	85,795	-	(51,000)	(3,500)	-	31,295
Fund for Sankalpa*	62,819	286,400	(180,638)	(12,418)	(12,955)	143,208
Step Change Fund	336,123	334,997	(187,625)	(25,187)	-	458,308
David and Claudia Harding*	21,331	26,450	(33,553)	(7,196)	-	7,032
High Sheriff of Oxfordshire*	39,923	91,924	(77,114)	(3,093)	(26,000)	25,640
John Laing Charitable Trust	22,000	-	-	(2,000)	(20,000)	-
John Lewis	-	125,000	-	(12,500)	-	112,500
MacTaggart	34,650	20,000	(43,562)	(2,000)	-	9,088
Maggie Evans*	10,648	10,681	(11,271)	(2,275)	-	7,783
McLintock Family Fund	89,667	-	(11,000)	-	6,000	84,667
Midcounties Cooperative	67,836	9,452	(38,511)	(2,633)	-	36,144
Surviving Winter*	21,010	6,567	(21,731)	(365)	-	5,481
The Taylor Family Fund	-	98,304	-	(6,881)	-	91,423
Other grant making funds	80,007	223,495	(191,012)	(26,178)	21,753	108,065
	<u>871,809</u>	<u>1,233,270</u>	<u>(847,017)</u>	<u>(106,226)</u>	<u>(31,202)</u>	<u>1,120,634</u>



**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**13. Funds held\*\* (continued)**

b) The charity holds the following endowment funds:

<b>OCF General</b>	<b>Individuals</b>	<b>Business</b>	<b>Trusts &amp; Foundations</b>	<b>Total Named Funds</b>	
3	4	6	1	<b>As at 2017</b>	<b>As at 2016</b>
<u>3</u>	<u>4</u>	<u>6</u>	<u>1</u>	<u>14</u>	<u>11</u>

Quarterly income and any net indexed gain that is withdrawn on any of the endowment funds in 13b) are transferred to a corresponding named Fund, which is also included in 13a) above and marked with an \*.

	<b>Balance at 1st April 2016 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers between funds £</b>	<b>Investment gains £</b>	<b>Balance at 31st March 2017 £</b>
Beard Charitable Foundation	219,375	20,000	-	(500)	29,694	268,569
Brethertons	-	8,261	-	(413)	486	8,334
Business Cares Fund	69,036	-	-	-	10,472	79,508
David & Claudia Harding	675,175	-	-	-	102,417	777,592
Sankalpa	717,354	-	-	-	108,815	826,169
High Sheriff of Oxfordshire	-	10,154	-	10,696	202	21,052
HS Getting Court	-	-	-	15,000	(311)	14,689
Jubilee Endowment	256,262	9,801	-	-	43,625	309,688
Maggie Evans Fund	171,147	-	-	-	25,961	197,108
Main Endowment	1,748,285	-	(3,324)	(15,732)	151,423	1,880,652
Meech Centenary Trust	78,745	20,000	-	-	12,260	111,005
Midcounties Cooperative	241,205	-	-	-	36,498	277,703
Surviving Winter	34,227	-	-	-	5,192	39,419
Withy King Fund	35,948	5,000	-	-	5,350	46,298
	<u>4,246,759</u>	<u>73,216</u>	<u>(3,324)</u>	<u>9,051</u>	<u>532,084</u>	<u>4,857,786</u>

\*\* A full list of all OCF Named Funds and their philanthropic objectives can be found on our website <http://oxfordshire.org/about-us/annual-reports-accounts/>.

## Oxfordshire Community Foundation

### Notes to the Accounts for the year ended 31st March 2017

..... continued

#### 14. Fund transfers

A contribution to OCF core costs is transferred from OCF's endowment funds. The amount agreed is an annual percentage of the capital value held as detailed in the Memorandum of Understanding for each fund. OCF has various contribution arrangements depending on; discretion available, level of involvement required, amount of original donation.

Total contributions for the period were £15,732 (2016: £14,959) on the main endowment fund and £106,226 (2016: £70,938) on other restricted funds. These deductions are shown in notes 13a) and 13b).

£Nil (2016: £25,000) was also transferred from selected endowment funds into their corresponding restricted income funds, under the total return method. This is shown in note 13b), and detailed in note 15 below.

**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**15. Permanent endowment invested on a total return basis**

The charity has exercised its rights by the Trustees under section 104A of the Charities Act 2011. This power permits the Trustees to invest permanently endowed funds to maximise total return and therefore apply an appropriate portion of the unapplied total return to income. The unapplied total return remains invested as part of the permanent endowment until that power is exercised. When exercised it allows the Trustees to apply an appropriate portion of the unapplied total return to income each year.

All endowment funds, aside from the 'Main Endowment', are held in separate investment funds and accounted for on a total return basis. The position on these funds is summarised as follows:

	<b>Endowment for investment £</b>	<b>Unapplied total return £</b>	<b>Total endowment £</b>
<b>At 1st April 2016:</b>			
Gift component of permanent (indexed value)	2,379,311	-	2,379,311
Unapplied total return	-	(100,212)	(100,212)
	<hr/>	<hr/>	<hr/>
	2,379,311	(100,212)	2,279,099
<b>Movements:</b>			
Gift of endowment funds (total return funds only)	34,801	-	34,801
Dividend return	-	90,112	90,112
Gains on investment values	-	350,590	350,590
Indexation in year	81,775	(81,775)	-
	<hr/>	<hr/>	<hr/>
	116,576	358,927	475,503
Unapplied total return allocated to income in year	-	-	-
Dividend return included in restricted income fund	-	(90,112)	(90,112)
	<hr/>	<hr/>	<hr/>
	-	(90,112)	(90,112)
Gift component of permanent endowment (indexed value)	2,485,505	-	2,485,505
Unapplied total return	-	168,603	168,603
Jubilee Endowment funds not yet invested	10,382	-	10,382
	<hr/>	<hr/>	<hr/>
<b>Total at 31st March 2017</b>	<b>2,495,887</b>	<b>168,603</b>	<b>2,664,490</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Oxfordshire Community Foundation**

**Notes to the Accounts  
for the year ended 31st March 2017**

..... continued

**16. Reconciliation of net income to net cash flow from operating activities**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Net income for year	919,876	208,044
Dividends received	(152,326)	(132,374)
Interest receivable	(5,276)	(3,715)
Depreciation of tangible fixed assets	5,440	5,440
(Gains)/losses on investments	(532,084)	130,639
Receipt of endowment	(73,216)	(244,375)
(Decrease)/Increase in debtors	4,395	(11,170)
Increase /(decrease) in creditors	65,429	(71,593)
Net cash flow from operating activities	<u>232,238</u>	<u>(119,104)</u>

**17. Related party transactions**

One of the Trustees, Mr J Taylor, is also a trustee of Response Organisation (registered charity number 1101071). During the period a grant of £4,779 was awarded to a project run by that charity.

Donations to the charity from the Trustees totalled £103,304 (before gift aid) in the year (£12,221).