

Notice of Meeting

Audit & Governance Committee



SURREY
COUNTY COUNCIL

Date & time
Thursday, 27 July
2017
at **10.00 am**

Place
Members Conference
Room, County Hall,
Kingston upon
Thames, Surrey KT1
2DN

Contact
Angela Guest
Room 122, County Hall
Tel 020 8541 9075

Chief Executive
David McNulty

angela.guest@surreycc.gov
k



We're on Twitter:
@SCCdemocracy

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email angela.guest@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Angela Guest on 020 8541 9075.

Members

Mr David Harmer (Chairman), Mr Keith Witham (Vice-Chairman), Mr Edward Hawkins, Mr Ernest Mallett MBE, Dr Peter Szanto and Mrs Fiona White

Ex Officio:

Mr David Hodge CBE (Leader of the Council), Mr John Furey (Deputy Leader, Cabinet Member for Economic Prosperity), Mr Peter Martin (Chairman of the Council) and Mr Tony Samuels (Vice-Chairman of the Council)

AGENDA

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING [13 JUNE 2017]

(Pages 1
- 8)

To agree the minutes as a true record of the meeting.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or

- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest

- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)

- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 QUESTIONS AND PETITIONS

To receive any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (*21 July 2017*).
2. The deadline for public questions is seven days before the meeting (*20 July 2017*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 RECOMMENDATIONS TRACKER

(Pages 9
- 14)

To review the Committee's recommendations tracker.

6 ANNUAL REPORT OF SURREY COUNTY COUNCIL

(Pages
15 - 90)

To consider the Annual Report for the authority and endorse it for publication.

7 SURREY COUNTY COUNCIL ACCOUNTS 2016/17 AND EXTERNAL AUDIT'S AUDIT FINDINGS REPORT (Pages 91 - 328)

The purpose of this report is to receive the Council's Statement of Accounts, as well as to inform the Committee of the result of the external audit of the council's 2016/17 Statement of Accounts, to receive the external auditor's Audit Findings Report and to approve the council's letter of representation from the Chief Finance Officer and Deputy Director for Business Services.

8 SURREY PENSION FUND LOCAL GOVERNMENT PENSION SCHEME AND EXTERNAL AUDIT FINDINGS REPORT (Pages 329 - 410)

Grant Thornton as the Council's external auditors has completed their audit and the Pension Fund financial statements are being presented to this Committee to be approved prior to publication.

9 TREASURY MANAGEMENT OUTTURN REPORT 2016-17 (Pages 411 - 424)

This report summarises the council's treasury management activity during 2016/17. The report will include the latest risk register for Treasury Management.

10 WORKPLAN AND BULLETIN TIMETABLE 2017/18 (Pages 425 - 434)

For Members to consider and be notified of the draft work programme for 2017/18 and the information bulletin timetable for 2017/18.

11 DATE OF NEXT MEETING

The next meeting of Audit & Governance Committee will be on 25 September 2017.

David McNulty
Chief Executive
Published: 19 July 2017

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. To support this, County Hall has wifi available for visitors – please ask at reception for details.

Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that those attending the meeting can be made aware of any filming taking place.

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MINUTES of the meeting of the **AUDIT & GOVERNANCE COMMITTEE** held at 10.00 am on 13 June 2017 at Committee Room A, County Hall.

These minutes are subject to confirmation by the Committee at its next meeting.

Elected Members:

(Present)

Mr David Harmer (Chairman)
Mr Keith Witham (Vice-Chairman)
Mr Edward Hawkins
Dr Peter Szanto
Mrs Fiona White

27/17 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

An apology for absence was received from Mr Ernest Mallett.

28/17 MINUTES OF THE PREVIOUS MEETING [27 MARCH 2017] [Item 2]

The Minutes were approved as an accurate record of the previous meeting.

29/17 DECLARATIONS OF INTEREST [Item 3]

There were none.

30/17 QUESTIONS AND PETITIONS [Item 4]

There were none.

31/17 RECOMMENDATIONS TRACKER AND BULLETIN [Item 5]

Declarations of interest:

None

Witnesses:

David John, Audit Performance Manager

Key points raised during the discussion:

1. The Committee reviewed the tracker items left over from the previous committee and agreed that A4/17 and A11/16 be noted and to remove them from the tracker.
2. The Committee were informed that the new Managing Director of Surrey Choices was Penelope Fell but it was too early to say if she would be invited to a select committee. Therefore tracker item A1 would remain on the tracker.
3. The Committee agreed to retain tracker items A8/16 (social care charging) and A18/15 (SEND Strategy) until they had seen the follow up audits currently taking place.

4. A Member pointed out that Paul Deach, a new member was an expert in social media and that the Audit team may wish to contact him when writing their audit report for social media.
5. The Chairman raised an issue he had with the Investment Strategy Review that was considered by Cabinet in March 2017. The Audit Performance Manager stated that he would keep a watching brief and that if the Committee thought the Strategy not robust enough it could be reviewed. The Chairman said he would raise his concerns with the Cabinet Member.

Action/Further information to note:

None.

RESOLVED:

1. That tracker items A4/17 (highways) and A11/16 (Babcock 4s) were completed and to be removed from the tracker .
2. The information bulletin was noted.

32/17 COMPLETED INTERNAL AUDIT REPORTS [Item 6]

Declarations of interest:

None

Witnesses:

David John, Audit Performance Manager

Russell Banks, Chief Internal Auditor

Key points raised during the discussion:

1. The Committee were informed that Pension Administration and Youth Services would be reviewed in terms of progress and that if it was felt that they were not sufficiently improved a report would be brought to the September meeting of this committee.
2. It was confirmed that the Pension Fund Committee was receiving reports on the Pension Administration audit.
3. It was agreed that there were cultural issues in the Youth Service and that cultural changes normally took longer to put in place.
4. There was some discussion around the new terminology to be used in audit opinions which would show in the audit reports for 2017/18 to this committee. 'Agreed Actions' would also replace the Management Action Plans. The new opinion terms, and their meaning, were given as:

Substantial assurance	Controls evaluated are adequate, appropriate, and effective to provide reasonable assurance that risks are being managed and objectives should be met.
Reasonable assurance	A few specific control weaknesses were noted; generally however, controls evaluated are adequate, appropriate, and effective to provide reasonable assurance that risks are being managed and objectives should be met.

Partial assurance	Numerous specific control weaknesses were noted. Controls evaluated are unlikely to provide reasonable assurance that risks are being managed and objectives should be met.
Minimum assurance	Controls evaluated are not adequate, appropriate, or effective to provide reasonable assurance that risks are being managed and objectives should be met.

5. There was some discussion around the highways commissioning and delivery model audit and concern raised about the frequent use of 'management should consider'. The Audit Performance Manager explained the audit process and stated that if the team were not assured within the given deadline then a further report would come back to Audit Committee. The Chief Internal Auditor explained that Orbis would be looking at follow-up audits and how these were done with a view to having a system of action tracking where management respond to each action or a re-audit.

Actions/ further information to be provided:

That Audit provide copies of audit reports to local committee chairmen.

Resolved:

The Committee noted the report.

Reason for decision:

To fulfil its role in monitoring the work of the Audit Team and ensure the adequacy of management responses.

33/17 ANNUAL INTERNAL AUDIT REPORT [Item 7]

Declarations of interest:

None

Witnesses:

David John, Audit Performance Manager
 Russell Banks, Chief Internal Auditor

Key points raised during the discussion:

1. The Audit Performance Manager introduced this report and gave highlights from it. He pointed out that on page 10 of Annex B – Carers – an audit assessment rating was missing and that this should read as 'Green'.
2. In response to a question regarding the civil parking enforcement review the Audit Performance Manager responded that all boroughs and districts had been told to follow and improve their practices. Members asked for the audit report to be re-circulated to them.
3. When asked if the Audit Team needed anything to help them in their work, aside from staff and resources, the Audit Performance Manager explained how Orbis had created new opportunities to develop

specialisms within the audit team and had been expensive to buy in. He also explained that his was one of the smallest audit teams for the size of council and that they were all very dedicated.

Actions/ further information to be provided:

That the Civil Parking Enforcement Audit Report be circulated to all members of Audit & Governance Committee.

Resolved:

The Committee noted the work undertaken and performance of Internal Audit in 2016/17 and the resultant annual audit opinion.

Reason for decision:

To fulfil its role in monitoring the work of the Audit Team and ensure the adequacy of management responses.

34/17 FULL YEAR SUMMARY OF INTERNAL AUDIT IRREGULARITY AND SPECIAL INVESTIGATIONS [Item 8]

Declarations of interest:

None

Witnesses:

Reem Burton, Lead Auditor
David John, Audit Performance Manager
Russell Banks, Chief Internal Auditor

Key points raised during the discussion:

1. The Lead Auditor introduced the report and gave a brief explanation of the service. She highlighted certain areas of note within the report and explained that one third of cases were brought forward under the whistle blowing procedure.
2. The Committee discussed the need for publicity of the results both in terms of the service doing well and acting as a deterrent. The Lead Auditor explained that some years ago there was not an appetite for publicity, both amongst senior officers and members. The Chief Internal Auditor explained that the partnership would be exploring publicity and were looking to develop a counter fraud specialism.
3. Members discussed the Fighting Fraud Plan 2017/18 and particularly picked up on mobile phone usage and whether limits could be set on each phone. The Lead Auditor explained that the Plan was flexible and relied on available resources. With regards to setting limits on phones she explained that this was a procurement discussion and that talks were happening with the provider EE. Members were of the opinion that if staff know that calls were logged and could be looked at by managers that this would stop a lot of bad practice.

Actions/ further information to be provided:

1. That the Lead Auditor speak with the Communication Team regarding publicity.

2. That in future reports the Lead Auditor includes a pie-chart breakdown of the 'proven' cases.
3. That the Lead Auditor arrange for a Fraud Seminar for members.

Resolved:

1. To note the report and appendices.
2. To request that options for publicity of outcomes to be investigated.

Reason for decision:

To ensure that members of the Audit and Governance Committee are informed about irregularity investigations and proactive counter fraud work undertaken by Internal Audit.

35/17 ANNUAL RISK MANAGEMENT REPORT [Item 9]

Declarations of interest:

None

Witnesses:

Rawdon Philips, Risk Manager
David McNulty, Chief Executive

Key points raised during the discussion:

1. The Risk Manager introduced the report and explained how there were now closer links between Audit and Risk management.
2. In response to a query regarding L7 – Organisational resilience – the Risk Manager explained that previous discussions had been had regarding splitting this risk but that the proposal was not taken forward. He also explained how other strategic risk registers worked at different levels of the organisation and that the risk of flood would be contained within those as a separate item.
3. The Chairman wanted officers to consider splitting L7 into three separate parts; cyber risk, flood risk and loss of buildings e.g. County Hall and to make a committee recommendation to this effect. The Chief Executive explained that the only reason to change a descriptor was if the mitigation was different, or changed, and that business continuity did not depend on buildings.

Actions/ further information to be provided:

None.

Resolved:

1. That the risk management arrangements were satisfactory.
2. To commend the Risk Management Strategy to Council for inclusion in the Constitution (Annex A).

3. To request that the Chief Executive reconsider risk L7 and to split this into separate risks of cyber risk and flood risk.

Reason for decisions:

To meet its responsibilities for monitoring the development and operation of the council's risk management arrangements.

With agreement from the Committee, the Chairman re-ordered the rest of the agenda in order to take the Chief Executive's item next.

36/17 ANNUAL GOVERNANCE STATEMENT [Item 11]

Declarations of interest:

None

Witnesses:

David McNulty, Chief Executive

Key points raised during the discussion:

1. Investment Strategy:- The Chief Executive explained that there was a gateway process, set out in the Investment Strategy, that described its route prior to it reaching the Investment Board. The Board would then take a view and send a formal paper to Cabinet for consideration. The Chairman stated that he had concerns about the new criteria arrangements described in the report that went to Cabinet in March 2017. The Chief Executive explained that the Council invests under different powers which include internal investment as well as investments of social or community value. The Council has a legal responsibility to support economic prosperity in its localities.
2. Staff Survey:- In response to a query about whether Members received details of the staff survey the Chief Executive explained that the survey was undertaken each year and provided key information about where things could be done differently or better. Following each survey an action plan was drawn up to ensure continual improvement in services. The main theme to come out of the latest survey was that of uncertainty both from within the Council and in the wider world. The survey was a worthwhile resource and provided much information on a wide range of questions.
3. Multi Agency Safeguarding Hub -MASH:- In response to a request for a sentence to be added regarding the ongoing work to bed down the working of the MASH, the Chief Executive explained why there had been the initial teething problems in setting up the MASH. He also explained that even with the initial problems, Children were safer and better served than prior to establishing this MASH. He also clarified that the Annual Governance Statement was focused on Governance and that this aspect appeared under engagement and collaboration and was not about the operation of the MASH. He agreed to include a sentence regarding the MASH Board, consisting of leaders from the partner organisations, which oversees the operation of the MASH.

4. In response to other queries the Chief Executive explained:-
 - that it was important for people to know that webcasts were there to view at their convenience;
 - that whilst Orbis was expected to continue to expand there were no other collaborative partnerships in the pipeline. The next step was to work towards better integration of health and social care.
 - there were many ways in which the Council communicated with Government and MPs to ensure they understood the issues the Council was facing.

Actions/ further information to be provided:

1. To request information regarding the effectiveness of registering/declaring significant personal interests and whether these were ever declared in meetings.
2. To request information regarding webcasting usage and whether the number of meetings webcast was up or down.
3. That the Chief Executive include a sentence, in the AGS, regarding the MASH Board, consisting of leaders from the partner organisations, which oversees the operation of the MASH.

Resolved:

To commend the draft Annual Governance Statement to the Cabinet for publication with the Council's Statement of Accounts.

Reason for decision:

The council is required to annually review the effectiveness of its governance arrangements and produce an Annual Governance Statement.

37/17 GOVERNANCE STRATEGY AND CODE OF CORPORATE GOVERNANCE [Item 10]

Declarations of interest:

None

Witnesses:

Nikki O'Connor, Finance Manager

Key points raised during the discussion:

1. The Finance Manager introduced the report and explained that this was an annual report and that very little had changed since the previous year's review.

Actions/ further information to be provided:

That the Finance Manager draft a paragraph for the Chairman in preparation for him presenting the Code to County Council regarding changes to the Strategy and Code.

Resolved:

The updated Code of Corporate Governance (Annex B) was approved and commended to County Council for inclusion into the Constitution.

Reasons for decision:

1. An annual review of the Code of Corporate Governance has been undertaken to ensure that it is fit for purpose and reflects the authority's approach and commitment to good governance.
2. The Local Government Act 2000 places a reliance on local authorities to review their governance arrangements and operate through a local governance framework, which brings together requirements, governance principles and processes.

38/17 COMMITTEE WORKPLAN [Item 12]

The workplan was noted.

39/17 DATE OF NEXT MEETING [Item 13]

The date of the next meeting was noted.

Meeting ended at: 1.12 pm

Chairman



Audit & Governance Committee
27 July 2017

Recommendations Tracker

PURPOSE OF REPORT:

For Members to consider and comment on the Committee's recommendations tracker.

INTRODUCTION:

A recommendations tracker recording actions and recommendations from previous meetings is attached as Annex A, and the Committee is asked to review progress on the items listed.

RECOMMENDATION:

The Committee is asked to monitor progress on the implementation of recommendations from previous meetings in Annex A.

REPORT CONTACT: Angela Guest, Regulatory Committee Manager
020 8541 9075
angela.guest@surreycc.gov.uk

Sources/background papers: None

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Audit & Governance Committee Recommendations Tracking

Recommendations (ACTIONS)

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A8/17	13/6/17	Annual Governance Statement	<ol style="list-style-type: none"> 1. To request information regarding the effectiveness of registering/declaring significant personal interests and whether these were ever declared in meetings. 2. To request information regarding webcasting usage and whether the number of meetings webcast was up or down. 3. That the Chief Executive include a sentence, in the AGS, regarding the MASH Board, consisting of leaders from the partner organisations, which oversees the operation of the MASH. 	<ol style="list-style-type: none"> 1. Committee Manager 2. Committee Manager 3. Chief Executive 	<ol style="list-style-type: none"> 1. 2. emailed webstats to Chairmen 12/7/17 3. An additional sentence was added to the AGS which went to Cabinet on 27 June.
A7/17	13/6/2017	Completed Internal Audit Reports	That Audit provide copies of audit reports to local committee chairmen.	Audit Performance Manager	
A6/17	13/6/2017	Annual Internal Audit Report	That the Civil Parking Enforcement Audit Report be circulated to all members of Audit & Governance Committee.	Audit Performance Manager	

Audit & Governance Committee Recommendations Tracking

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A5/17	13/6/2017	IA Irregularity & Special Investigations	<ol style="list-style-type: none"> 1. That the Lead Auditor speak with the Communication Team regarding publicity. 2. That in future reports the Lead Auditor includes a pie-chart breakdown of the 'proven' cases. 3. That the Lead Auditor arrange for a Fraud Seminar for members. 	Lead Auditor	
A1/17	20/02/17	Audit for Surrey Choices	New committee to invite new MD of Surrey Choices/Shareholder Board to next meeting of A&G	Chairman	13 June 2017 – Committee requested this be kept on tracker until the new scrutiny arrangements had bedded in and to see if the Penelope Fell MD would be invited to the Overview Scrutiny Board.
A8/16 Merged A20/15 A43/15 -Dec 2016	28/05/15 7/12/15	Completed Internal Audit Reports Internal Audit Half Year Report 2915/16	<ul style="list-style-type: none"> • record keeping for accounts relating to individuals' care charges • outstanding financial assessments. 	Chairman	<p>Members from Audit & Governance Committee were invited to attend the Social Care Services Board on 26 October to take part in discussions on this item. Denis Fuller and Tim Hall attended as did Saj Hussain who is a member of SCSB.</p> <p>Jan 2017 – Committee agreed to keep on the tracker for the new committee.</p> <p>May 2017 – An audit is currently taking place so depending on outcome committee may wish to delete this item from the tracker.</p> <p>13 June 2017 – Committee requested this be kept on tracker until the audit report had been seen.</p>

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
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Audit & Governance Committee Recommendations Tracking

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A18/15	09/04/15	SEND Strategy	Assistant Director for Schools and Learning to share a summary work programme for developing the SEND Strategy with the committee.	Assistant Director for Schools and Learning	<p>SEND Strategy 2020 and development plan agreed and published.</p> <p>A formal multi-board group set up to monitor the four workstreams of the plan. The Boards involved will be SCS, ESB and REB. The Education & Skills Board and the Social Care Services Board and the Wellbeing & health Scrutiny Board have submitted a task group scoping document to COB for approval at its September meeting.</p> <p>At the July meeting of A&G it was agreed to keep this on the tracker and to monitor the four workstreams of the multi board.</p> <p>A copy of the notes from the first SEND Multi Board meeting were sent to members of the committee 1/3/2017</p> <p>March 2017 – A&G agreed to keep this on the tracker in order to inform the post-election members.</p> <p>May 2017 – An audit is currently taking place so depending on outcome committee may wish to delete this item from the tracker.</p> <p>13 June 2017 – Committee requested this be kept on tracker until the audit report had been seen.</p>

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Audit & Governance Committee
27 July 2017

Annual Report of Surrey County Council

Purpose of the report:

To formally consider the Annual Report for the authority

Recommendations:

It is recommended to:

1. Note and endorse the Annual Report (Annex A) for the authority

Introduction:

2. Corporate organisations publish their annual reports depending on Companies Act, financial regulations, accountancy bodies' guidance and the optional International Integrated Reporting Council (IIRC) guidelines. Currently to publish an annual report on the similar basis of a corporate organisation in local government is voluntary.
3. The Leader and Chief Executive Officer considers that it is a necessity to publish such an annual report with information relevant to local government and accessible for all stakeholders. However, there is little guidance for local authorities publishing an annual report. To create this annual report, we have combined certain corporate requirements with leading international annual report examples.
4. The Annual Report's content has slightly changed for 2016/17 and the layout is similar to a corporate organisational annual report.

Changes to the annual report

5. There have been a few changes in the content from 2015/16:
 - as partnerships working is now integrated into our business, the partnership review by the Chief Executive has been absorbed into the Leader and Chief Executive Review,

- we have now extended the complaints summary to include compliments (Annex A, pg 29) and health & safety at work (Annex A, pg 41); and
 - for the first time, we have also reflected on our Fairness and Equalities strategy (Annex A, pg 45).
6. In the past, our annual report has been one document that has been gradually growing in size. When considering the internet accessibility strategy, we needed to improve the electronic accessibility. So the electronic version will be split into four small easily accessible distinct sections:

- **Our highlights** – reviews the 2016/17 year from the Leader and Chief Executive, provides a brief overview of our remit in local government and outlines our current strategy for this reporting year (Annex A pg 1 to 16).

This links to the other sections:

- **Our performance** – highlights our achievements over the reporting year, summarises the results from the resident surveys and the consolidated complaints and compliments. (Annex A pg 17 to 30)
 - **Our governance and structure** - outlines our governance and structure, reports back on our people, and fairness and equalities strategies and highlights our progress in environmental sustainability (*Note: still require Environmental Sustainability section as figures are not ready until next week*). (Annex A pg 31 to 48)
 - **Our finances** – features the Director of Finance’s review, summarises risk register and financial statements. (Annex A pg 49 to 69)
7. The endorsement of the Audit & Governance Committee, will formalise the completion of the 2016/17 Annual Report. Council delegates responsibility to the Audit & Governance committee to receive the audited Statement of Accounts and the result of the external audit, and the committee’s endorsement of the Annual Report supplements this process.

Conclusions:

- 8. The county council’s annual report, set out in Annex A, provides a thorough review of 2016/17
- 9. The Annual Report 2016/17 will be available and published (external website and paper) in August.

Financial and value for money implications

- 10. There are no direct financial implications of this report, all financial implications in the accounts have been made in line with the Chartered Institute of Public Finance and Accountancy Code of Practice on Local Authority Accounting in the UK 2017/18 and any impact on the 2016/17 budget has been considered in the outturn report to the Cabinet.

Equalities and Diversity Implications

- 11. There are no direct equalities implications of this report.

Risk Management Implications

- 12. There are no direct risk management implications of this report.

Next steps:

The Annual report 2016/17 will be available and published (external website and paper) in August.

Report contact: Verity Royle, Senior Principal Accountant, Finance Service

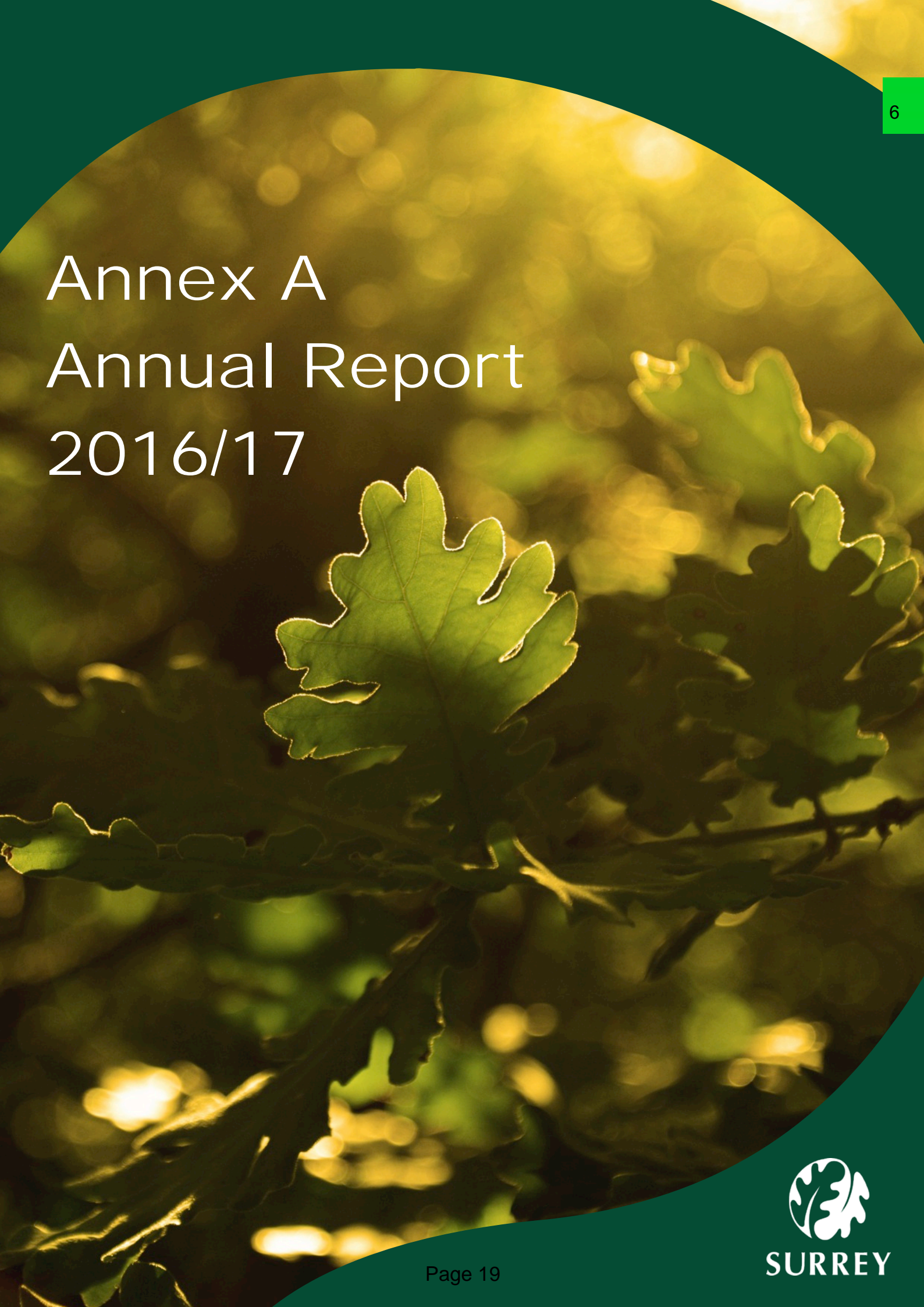
Contact details: 020 8541 9225 / verity.royle@surreycc.gov.uk

Sources/background papers:

Financial Outturn 2016/17 – Report to Cabinet 27 April 2017.
Statement of Accounts 2016/17 – Report to Audit & Governance Committee 27 July 2017

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Annex A Annual Report 2016/17



Summary and highlights

The purpose of the annual report is to provide an overview of Surrey County Council's structure and performance over the last year, and a forward-looking commentary on the coming year.

As this is a general overview, if you require further information, there is a reference guide at the back directing you to further reading. Sometimes this document uses shortened website addresses for simplicity and ease. These shortened websites direct you to Surrey County Council's website.

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There are three extra downloadable sections that provide further details:

Our performance – highlights our achievements over the reporting year, reports the results from the resident surveys and summarises of the complaints and compliments

Our governance and structure - outlines our governance and structure, reports back on our people, and fairness and equalities strategies and highlights our progress in environmental sustainability

Our finances – features the Director of Finance's review, summarises the corporate risk register and financial statements

Foreword from the Leader of the Council, David Hodge CBE

We continue to operate in the most challenging times that anyone in local government can remember. Although there are many complex issues to deal with, my role as Leader of Surrey County Council, as well as the role of each of my fellow councillors, is actually quite simple: to stand up for the interests of Surrey residents.

It's worth remembering that since 2010, we have saved more than £450 million from our annual budget. We needed to do this because demand for our services has continued to rise whilst funding from central government has decreased. Clearly that has involved some difficult decisions and a commitment to new ways of working. Far from easing up, however, we need to increase our savings target to £700 million by the end of the decade. We have to make these reductions in what we spend per person, whilst at the same time continuing to provide essential services for residents. This will leave us with some dilemmas as we may not have sufficient funding for key services.

As Leader I have always stood up for the people of Surrey and I am pleased that we have been able to secure some additional funding for adult social care. This will not in itself be anywhere near enough to meet the increasing cost and demand pressures. Vital support for older and vulnerable residents therefore depends on the county council's ability to find millions of pounds in savings every year.

The need for our support is growing at both ends of the age spectrum. Our older population is set to increase by about 20,000 over the next three years, while our growing school-age population means we have to provide 11,000 more places over the next few years. At the same time, increasing demand for our Special Educational Needs and Disability (SEND) services means we are facing an annual funding gap of £24 million by 2021 in SEND alone.

So the focus for all of us has to be on finding the money to provide our communities with the support they need and deserve. I make a personal commitment to do everything I can to tackle these challenges, and I am grateful for the commitment from colleagues, staff and partners in the health service and the district and borough councils to work together for the benefit of every Surrey resident.

Even a quick glance at the examples of what we have achieved for the residents of Surrey over the last year demonstrates how important our work is in making a difference to people's lives.

I am determined to raise our financial situation with our Members of Parliament, following their pledge to support the county council with fairer funding.

We believe the government is still committed to a fair funding review of the distribution method for local government funding. A number of councils will be lobbying to use factors in this distribution that maintain their funding, if not increase it. One such proposition would lead to this county council losing £88m per year. While we accept that there has to be some redistribution of resources based on deprivation, any fair funding formula must take into account the correct cost drivers, or it will fail. Surrey has some unique factors that drive the use of its services and the costs it incurs. These include the highest road use outside of central London and the highest number of people with learning difficulties in the country. These are not currently recognised in the funding formula but need to be included. In addition, the funding of Surrey's public health service has never been properly funded since it transferred to local government in 2013, and this also needs to be addressed.

I hope you enjoy reading the report, and that it gives you an understanding of the scale and magnitude of the work of the county council. I would be very happy to hear any feedback you may have.

A handwritten signature in black ink, appearing to read 'David Hodge', enclosed within a large, loopy circular flourish.

David Hodge CBE
Leader of Surrey County Council

Leader and Chief Executive review – David Hodge CBE and David McNulty



After 22 years in the British Army, David entered politics in 1992 when he was elected to Tandridge District Council. In 2005 he became a Surrey County Councillor and was elected Deputy Leader in 2009 with responsibility for the finance portfolio. In that role he led the council's Public Value Review (PVR) programme.

He was elected Leader of the Council in October 2011 and since then has also served as Chairman of the County Councils Network (CCN) and Conservative Group leader for the Local Government Association (LGA).



David joined Surrey County Council in 2009. Previously he was Chief Executive at Trafford MBC and before that an Executive Director at Walsall MBC.

David also worked in the voluntary sector for seven years and as a teacher.

The County Council does important work in every part of Surrey. We would like to focus on three areas:

- The financial challenges and the implications for services
- The efforts to bring decision making closer to residents
- How we are developing the culture of our organisation

Within this section is a brief overview of our remit in local government and our current strategy for this reporting year. Further details of our structure and governance can be found within [“Our Governance and Structure”](#) section

Financial challenges and the implications for services

As you may be aware, this has been a challenging time for the Council to set a balanced and sustainable budget. Service demand pressures continue to escalate adding more pressure to future budgets, in particular in adult and children's social care. Whilst dealing with demand increases, we are facing unprecedented funding cuts.

Over the last six years the Council has achieved annual savings now totalling over £450m. The Medium Term Financial Plan 2017-20 sets out savings of £104m for 2017/18, and further £75m of identified savings over the next two years. This revised level of savings is already stretching service reduction plans.

As part of the Chancellor of the Exchequer's Spring Budget, he announced £2 billion additional adult social care funding for the next three years nationwide. Although welcome, it still does not solve the longer term problem. Surrey County Council will receive £7.5m in 2017/18, and will receive £21m over the three years to 2019/20, while demand for adult social care services increases by over £24m per year.

In January 2017, Cabinet set up a Sustainability Review Board (SRB) to focus on identifying further service reductions and savings to achieve a balanced budget in 2017/18. After very detailed consideration of the Council's budget the SRB was able to identify a number of additional savings of £1.5m. This still leaves a residual funding gap of £12m for 2017/18 even if all the savings are achieved.

In setting the budget, we [the council] were aware of the advice from the Director of Finance; that to achieve the underlying challenge of sustainable service spending and replenish earmarked reserves, the delivery of all council services requires a fundamental review.

Looking forward, there is increasing uncertainty as to the future of funding local government. Although the Government has stated that it wishes local government to become more financially self-reliant, the recent Queen's Speech did not set out any plans for this.

A summary of 2016/17 finances can be found in the Financial summary (pg 12). The full details of our financial situation can be found within "*Our Finances – Director of Finance Review*".

Bringing decision making closer to residents - Devolution

We worked with a partnership of 26 councils in Surrey, East Sussex and West Sussex, three Local Enterprise Partnerships, East Sussex Fire Authority and the South Downs National Park Authority (3SC) to develop proposals for devolution intended to deliver a financial return for the UK, as well as benefits for local residents and businesses – helping drive the economy forward, while also making the area a better place to live in, work in and visit.

The Government's focus on other important issues means that the focus on devolution has reduced. Therefore, 3SC leaders have agreed a "strategic pause" in their devolution proposals whilst we wait to see if Government's appetite for devolution revives for areas outside cities.

There could still be important work for the 3SC to do as an association of councils and local enterprise partnerships where there are collective interests – for example, improving digital connectivity and skills in the area.

Bringing decision making closer to residents - Transport for the South East

A Sub National Transport Body (STB) for the South East has now been established in shadow form of which Surrey is a member. The STB will develop a transport strategy which will identify where additional investment is needed particularly by Highways England and Network Rail to benefit our area and our residents. Transport for the South East (TfSE) will cover a wide area of the South East stretching from Hampshire to Kent. It would be a statutory body which will set a Transport Strategy for the South East and will determine strategic transport priorities. This will enable investment to be directed at strategic schemes that will support economic growth. The local authorities will retain responsibility for decisions relating to local transport projects.

TfSE will include a range of partner bodies including Local Enterprise Partnerships (LEPs), and funding bodies, including the Department for Transport, National Rail and Highways England. TfSE will meet in shadow form for the first time on 26 June 2017. It will then go through a legislative process, which requires sign off from Government, before being formally constituted in 2019.

Bringing decision making closer to residents - Health and social care integration and Surrey Heartlands

The Council is working closely with partners to join up and integrate health and social care services. It's a crucial part of our response to the challenges we are facing in social care. The same challenges apply to our health partners and the only way to tackle these is to work together. Thanks to the Better Care Fund (BCF), we have pooled our budgets with health partners, and together we have established three strategic objectives: enable people to stay well; enable people to stay at home; and enable people to return home sooner from hospital. At the core of the Surrey BCF plan are the local plans developed with each of the Clinical Commissioning Groups (CCGs) within the county. The fund is being used to support Adult Social Care and out of hospital services. Local joint commissioning groups in each area are overseeing the work and engaging with other partners and key stakeholders.

One of the most significant developments over the last year has been the emergence of Sustainability and Transformation Plans (STPs). These are the overarching strategic plans covering the next five years and are aimed at ensuring the sustainability of local health and

care systems financially and in terms of the quality of services and health outcomes for local people.

There are three geographical STP areas in Surrey, the biggest of which is 'Surrey Heartlands' with a population of 850,000 residents. Surrey Heartlands covers the geographical areas of Guildford and Waverley CCG, North West Surrey CCG and Surrey Downs CCG. The Surrey Heartlands Transformation Board is chaired by David McNulty, our Chief Executive, demonstrating the quality of the partnership, and includes the chief executives of the local clinical commissioning groups (CCGs) and also includes CCG accountable officers and clinical chairs as well as all health providers.

On 15th April 2017, the County Council, alongside local NHS commissioners and national health organisations (NHS England and NHS Improvement), signed an agreement setting out a shared commitment towards devolution, outlining how partners will work together to improve the health outcomes of the people living in Surrey Heartlands. It also means more local accountability for the spending of health and social care budgets.

New shadow working arrangements will be put in place this year, with a commitment by all partners to further explore the areas where devolution could make an important difference from April 2018. The agreement signals the beginning of a longer journey with an intention to:

- Accelerate the integration of health and social care through much closer working between partners
- Increase public engagement and the involvement of the people of Surrey Heartlands around the transformation of health and social care
- Increase local decision-making and flexibilities to achieve the best possible outcomes for the local population

Bringing decision making closer to residents - Improving strategic performance

Peer challenge is a tool that is used to help councils to review their performance. For Surrey County Council, we use the peer challenges to help the new Council following the elections every 4 years, providing an up-to-date position statement on the organisation, its strengths and potential areas of focus for the 4 years ahead.

In March 2017, the Council invited in an expert team from within local government, organised by the Local Government Association (LGA), to assess how far the council has come and review how it is currently run to ensure it had the capacity and capability to deliver the best outcomes possible for our residents. The team spent 4 days in Surrey investigating our work. They presented back their findings and subsequently wrote a more detailed report that provided an independent and transparent verdict of the council's strengths and areas for improvement. The report included Surrey's approach to leadership and culture, the approach to governance, our capacity as a corporate organisation and our ability to handle the financial pressures effectively and can be found on our website.

The report showed there was widespread recognition that the culture of Surrey County Council has improved significantly over recent years. Colleagues within the organisation outlined an environment that is now much more open, supportive and positive and many partners described a changed organisation, one that is much better to work with. The cultural change that has taken place can be attributed to a number of factors including the over-arching leadership philosophy, the well-embedded organisational values and the investment that has been made in the council's staff and elected members. The scale of cultural change that has taken place is testimony to the drive, passion and commitment of the leadership and staff of the council.

The report also acknowledged that there were a number of strategies to respond to the scale and urgency of the financial challenge; to ensure that the three year medium term financial plan is sustainable and owned by the whole council.

It highlighted the importance of engaging the public and partners in shaping the future of Surrey and the role they have to play in it including co-design with residents and partners, considering future workforce requirements and the future role of elected members.

Developing the culture of our organisation

Our culture is something that we continue to prioritise as we strongly believe that investment in people is a key way to meet our responsibilities and secure a strong future for Surrey.

In 2016, following a range of interviews with high performers across the organisation, we launched a new Behaviours Framework based on our key values (Listen, Responsible, Trust and Respect). The new behaviours reflect those which colleagues feel are integral to our future success and is central to our appraisal and objective setting process.

We also continue to prioritise our staff training and development. Approximately 700 colleagues have attended the high performance development programme since the launch in 2014, with managers now better equipped to lead effectively.

We continue to use a networking approach to ensure that the organisation has a distributed leadership that delivers shared objectives more effectively through a One Team mentality. The networks have encouraged staff to recognise their contribution to the strategic objectives the council has set and has helped to mobilise the resources of the whole organisation to work together on what is important.

In October, we undertook our latest staff survey. This was the second year the Council used Best Companies who specialise in employee engagement and advocacy. For the second year running, Best Companies allocated us to their 'Ones to Watch' category, a rating of 'good' by Best Companies' standards.

The results told us that colleagues feel they can make a valuable contribution to the success of our organisation and that colleagues in their team go out of their way to

help and care for each other. There was encouraging feedback that staff feel they are getting a fairer deal in relation to pay and benefits and Leadership is also improving. Colleagues still feel a lot of pressure at work.

“Our Governance and Structure – People Review by People, Performance and Development Committee Chair” provides other details of our staff work.

Developing the culture of our organisation by working with our partners – corporate services - Orbis

A partnership between Surrey County Council and East Sussex County Council, Orbis is about putting the customer at the heart of what we do with greater access to combined expertise, knowledge and experience whilst delivering significant savings.

The purpose of the partnership is to drive value for our councils and residents by fully integrating our back-office services - procurement, finance, human resources, information technology and digital, property and business operations - sharing people, resources and technology. In doing so, we will generate cost efficiencies and allow more funds to be re-directed to where they are needed most - front line service delivery.

In 2016/17 – The joint partnership was planned to generate £1.3m of savings. Actually it achieved £3.9m of efficiencies savings.

Brighton and Hove County Council has now joined the Orbis Partnership, bringing the number of colleagues working on it to 2000. This makes it the largest local government shared service partnership in the UK.

Working with our partners – corporate services - Orbis Public Law

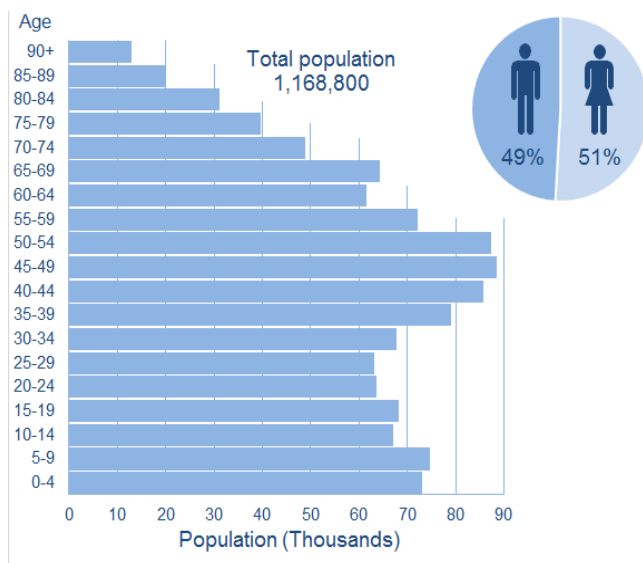
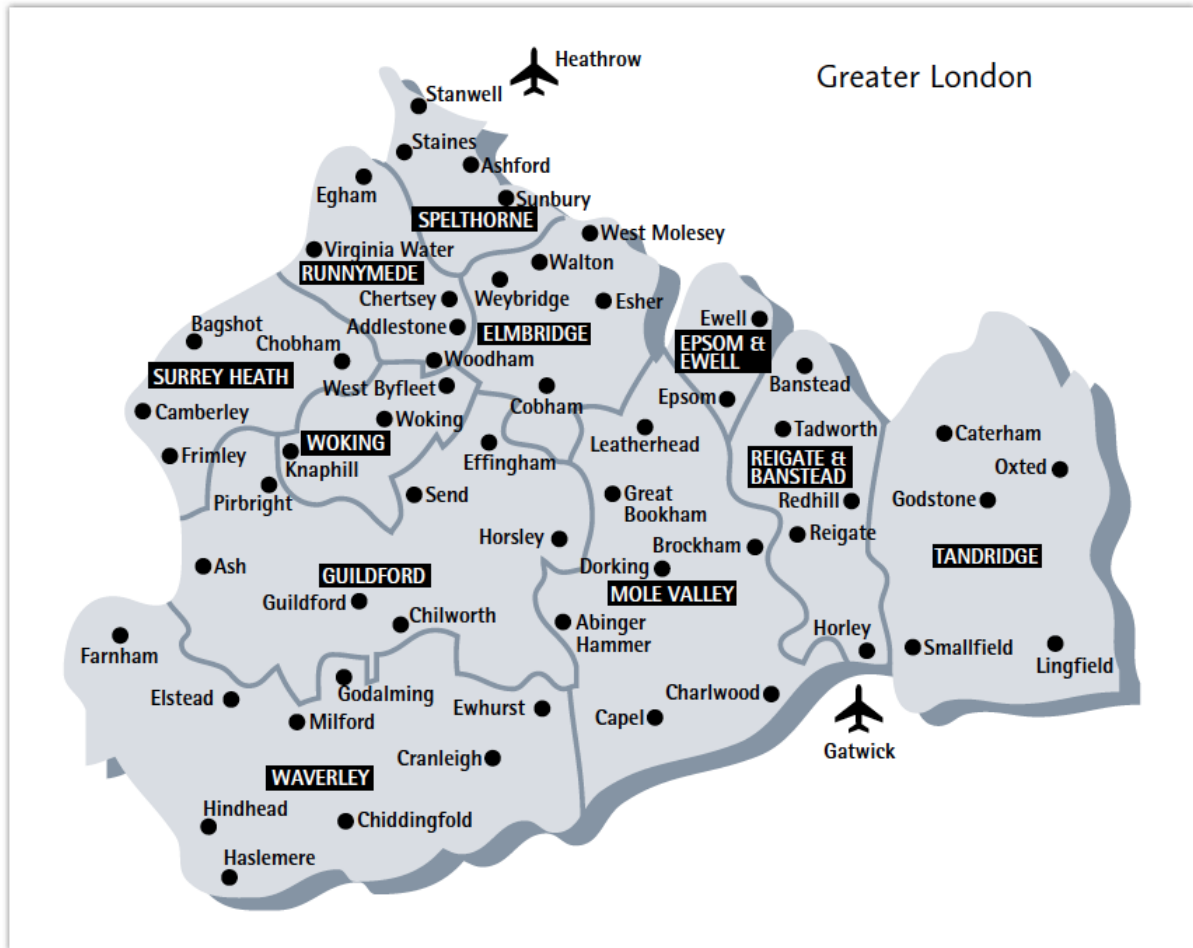
In April 2016 we launched the Orbis Public Law partnership, an ambitious partnership between the legal departments of Brighton and Hove City Council, East Sussex County Council, Surrey County Council and West Sussex County Council.

Each of the four councils’ legal teams face similar issues of increasing financial challenges and fewer resources. Individually, each council currently struggles to recruit and retain legal staff. By working together, the four partners can more easily manage the demand and provide the quality, and often specialised, legal service that councils rely upon whilst making savings that would not be possible in isolation. The aim is to create a resilient, flexible service with expertise and provide a quality, cost effective service for our customers.

Further achievements can be found within “Our Performance”.

The people we serve and how

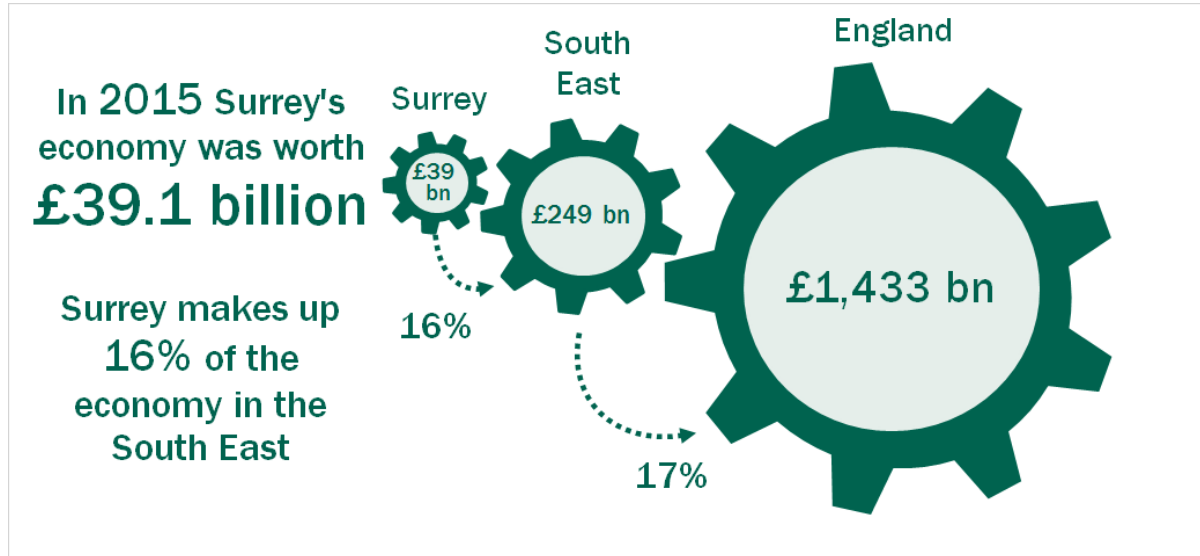
The county of Surrey is about 1,663 km² (650 m²). Occasionally, delivery of services involves using facilities beyond our boundaries as a county, for example: care homes, fire stations and primary, secondary and special needs schools.



The current population estimate is 1.2m (¼ the size of New Zealand or Ireland). It is projected that Surrey’s population will increase to 1.4m by 2039. Predominantly this increase is due to improvements in lifestyle and medication to help people live fuller lives, birth rates and immigration.

Since 1889, we have had the responsibility to meet our local people’s needs and ensure that council tax and business rate payers get value for money. This is recognised through transparency, information and public accountability.

Our services to the people of Surrey include: education; supporting and protecting vulnerable people through social services, including assessing the needs of and providing support to children, older and disabled people in the community; managing the amount of waste Surrey people produce; ensuring that levies charged are minimised; maintaining and managing roads and public transport networks; libraries; strategic planning; consumer protection; public health; and fire and rescue services.



Our business model

The strategic challenges facing the council stem from two significant and persisting trends. Firstly, population changes and the introduction of new responsibilities and duties mean there is an increasing number of things the council needs to do in order to fulfil its purpose. Secondly, the total financial resource available to do these things continues to reduce in real terms.

The refreshed Corporate Strategy for 2016-21 reconfirms the strategic direction that has helped the council navigate significant challenges over recent years. It also updates the context to reflect the challenging environment in which the council is operating.

The council's vision statement has been updated to "*one place, one budget, one team for Surrey*". This reflects the need to deepen and accelerate collaboration among partners over coming years, and supports the strong case for Surrey to be granted greater local powers.

The list of key actions for the financial year (2016-17) has also been updated. These actions have been grouped under the three headings of our strategic goals:

Wellbeing,
Economic prosperity, and
Resident Experience.

These goals describe the key outcomes that everyone in the council will be contributing to for the benefit of residents. There are a number of more detailed supporting strategies and plans which contribute to the delivery of the corporate strategy.

Keeping track of our progress on our goals

For each goal we have set some key actions to be delivered in the 2016/17 financial year. We publish progress on each of these and other important measures on our website so everyone can see how we are doing.

Further details of our governance arrangements and structure can be found in "[Our Governance and Structure](#)"

Corporate Strategy 2016-21



PURPOSE

We are the representative body elected to ensure Surrey residents remain healthy, safe and confident about their future

VISION

ONE place
ONE budget
ONE team for Surrey

VALUES



Listen



Responsibility



Trust



Respect

Context

Residents expect services to be easy to use, responsive and value for money. Demands are increasing while financial resources are decreasing. We will meet these challenges by continuing to work as one team with our residents and partners. By working together, investing in early support, and using digital technology we will improve and ensure residents can lead more independent lives.



Changing birth rates and people moving into Surrey means that 13,000 more school places are expected to be needed by 2021, alongside increased demand for other services for children



Surrey's population is increasing and is ageing - by 2021, it is estimated that older people will make up 20% of the population, increasing demand on health and social care services



Surrey's economy expanded by 19% between 2010 and 2014, but there are critical challenges: roads are congested; employers struggle to attract staff with the right skills; and there is limited affordable housing

Our strategic goals

1. Wellbeing

Everyone in Surrey has a great start to life and can live and age well

To support this goal in 2016/17 we will

- Provide over 2000 additional school places for the September 2016 school year
- Improve outcomes for children in need of support and protection
- Support 750 families through the Surrey Family Support Programme
- Support our residents to live longer and live well
- Enable people to stay well at home in their community and to return home sooner from hospital with the care they need

2. Economic prosperity

Surrey's economy remains strong and sustainable

To support this goal in 2016/17 we will

- Support young people to participate in education, training or employment
- Resurface and treat roads to ensure the resilience of our highway network
- Improve and renew priority pavements, particularly to support vulnerable users
- Increase waste recycling and reduce the amount produced and sent to landfill
- Support a £50m plus infrastructure investment programme

3. Resident experience

Residents in Surrey experience public services that are easy to use, responsive and value for money

To support this goal in 2016/17 we will

- Enhance opportunities for residents to influence and shape council services
- Make better use of digital technology to improve services for residents
- Invest in flood and maintenance schemes
- Improve the satisfaction of families of children with special educational needs and disabilities with the support they receive
- Deliver the savings set out in the Medium Term Financial Plan

Financial Summary

Surrey County Council set its budget for the next financial year in February. It is set in line with the council's multi-year approach to financial management which aims to smooth resource fluctuations over five years. This can be found in the Medium Term Financial Plan 2016-21.

2016/17 Revenue Budget

In moving from 2015/16 to 2016/17 revenue budget, we absorbed £90m of service pressure, and £45m of grant reductions or losses. This was offset by raising funds from council tax and retaining business rates of £30m.

In the past, we have achieved savings targets on average of about £65m for the last six years. However for 2016/17, a target of £83m was required. The Council planned to use £25m of reserves to balance the 2016/17 budget.

2016/17 Actual revenue position

Our regular budget monitoring is reported to elected members and council officers within about four weeks of each month end. This enables members and officers to adapt to results accordingly.

To summarise the actual 2016/17 income and expenditure:

Income	£m	Expenditure	£m
Council tax and Business Rates	£672m	Staffing	£643m
Schools, general and other Government Grants	£785m	Non Staffing	£586m
Fees, Charges and other service income	£201m	Schools expenditure	447m
Total Income	£1,658m	Total Expenditure	£1,676m
Use of Reserves	£18m		
Total Funding	£1,676m	Total Expenditure	£1,676m

As well as monitoring the 2016/17 revenue position, we also monitor our savings target (£83m). To deliver the savings set out in the Medium Term Financial Plan supports the 2016/17 Resident experience goal in the Corporate Strategy. At the end of March, the actual position was that we had achieved £66m of savings, an underachievement by £17m.

At the end of March, £18m of useable reserves were utilised (£7m less than budgeted). The actual position was a significant improvement on the predicted reporting and proves that we have a tight grip on our finances.

On 28 April 2017, Cabinet received the final 2016/17 outturn position; within this Cabinet agenda are further details of our underachievement in savings, revenue and capital position.

The full details of our financial situation can be found within "[Our Finances – Director of Finance Review](#)".

The Cabinet 2016



David Hodge
Leader of
the Council



Peter Martin
Deputy Leader and
Cabinet Lead for
Economic Prosperity



Helyn Clack
Cabinet Member
for Wellbeing
and Health



Clare Curran
Cabinet Member
for Children and
Families Wellbeing



Mel Few
Cabinet Member for Adult
Social Care, Wellbeing and
Independence



John Furey
Cabinet Member for
Highways, Transport
and Flooding



Mike Goodman
Cabinet Member
for Environment
and Planning



Linda Kemeny
Cabinet Member for
Schools, Skills and
Educational Achievement



Denise Le Gal
Cabinet Member for
Business Services and
Resident Experience



Richard Walsh
Cabinet Member
for Localities and
Community Wellbeing

Note: since 5 May 2017 the Leader has reshuffled the Cabinet

Senior Officers 2016



David McNulty
Chief Executive



Julie Fisher
Deputy Chief Executive



Sheila Little
Director of Finance



Trevor Pugh
Strategic Director for Environment and Infrastructure



Ann Charlton
Director of Legal and Democratic Services and Cultural Services



Helen Atkinson
Strategic Director for Adult Social Care and Public Health



Yvonne Rees
Strategic Director for Customers and Communities

Further reading and references

Our Highlights

Corporate Strategy <https://www.surreycc.gov.uk/corporatestrategy>
 Keeping track on progress of our goals <https://performance.surreycc.gov.uk/>
 Info-graphics and online resources www.surreyi.gov.uk
 Surrey News articles <http://news.surreycc.gov.uk>

Our Performance

Children's Improvement Plan, <https://www.surreycc.gov.uk/childrensimprovementplan>
 Surrey Information point <http://www.surreyinformationpoint.org.uk/>
 Resident Survey results <https://performance.surreycc.gov.uk/>
 Complaints..... <https://www.surreycc.gov.uk/complaints>

Our Finances

2016/17 audited Statutory Statement of accounts
 <https://www.surreycc.gov.uk/statementofaccounts>
 Budget: 2016-21 Medium Term Financial Plan
 <https://www.surreycc.gov.uk/mediumtermfinancialplan>
 2016/17 Outturn Report (Cabinet - Item 75) <https://www.surreycc.gov.uk/outturnreport>
 Leadership risk register (Audit & Governance Committee - Item 35).
 <https://www.surreycc.gov.uk/leadershipriskregister>

Our Governance and Structure

Annual Governance Statement <https://www.surreycc.gov.uk/annualgovernancestatement>
 Member Governance <https://www.surreycc.gov.uk/constitutionmeetings>
 Member Attendance – from 20 October 2012
 <https://www.surreycc.gov.uk/memberattendance>
 Chief Officers' Salary Bands <https://www.surreycc.gov.uk/statementofaccounts>
 People Strategy and Travel expenses.....<https://www.surreycc.gov.uk/paystatements>
 Member Allowances – List of each member allowances
 <https://www.surreycc.gov.uk/membersallowances>
 Environmental Highlights <https://www.surreycc.gov.uk/sustainability>
 Equalities, Fairness and Respect strategy<https://www.surreycc.gov.uk/equalitystrategy>
 Profile of our workforce <https://www.surreycc.gov.uk/workforceprofile>

Our performance, 2016-17

Surrey County Council has set three strategic goals aimed at improving the lives of Surrey residents –

- * promoting people’s wellbeing
- * supporting the Surrey economy and
- * improving resident experience.

Here are some of the highlights of our achievements over the last year.

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 Residents’ survey shows satisfaction with Surrey 27

 Keeping the Customer Promise (complaints and compliments) 29

There are three other downloadable sections that provide further details:

Our highlights – reviews the 2016/17 year from the Leader and Chief Executive, provides a brief overview of our remit in local government and outlines our current strategy for this reporting year

Our governance and structure - outlines our governance and structure, reports back on our people, and fairness and equalities strategies and highlights our progress in environmental sustainability

Our finances – features the Director of Finance’s review, summarises the risk register and financial statements

WELLBEING

Health and social care working together – Under the direction of Surrey’s Health and Wellbeing Board, the county council has continued to integrate the work of its social care teams with NHS colleagues in the six clinical commissioning groups (CCGs) of GP practices in the county. We have completed the second year of the Better Care Fund programme to bring together health and social care partners, using a pooled budget of £73.1m to achieve three key objectives: enabling people to stay well, to stay at home and to return home sooner from hospital. In each local CCG area, joint commissioning groups have agreed new approaches to delivering health and social care. Integrated care teams exist in communities where adult social care, GPs, community mental health teams and community nurses all work together.

- Surrey’s Health and Wellbeing Board has been identified by National Energy Action as one of the top performers nationally in tackling fuel poverty among its residents. The board received the highest possible rating for addressing fuel poverty and excess winter deaths through its Joint Strategic Needs Assessment and Joint Health & Wellbeing Strategy.

Three health plans agreed for Surrey - In the last year, Surrey’s local health organisations have developed five-year Sustainability and Transformation Plans (STPs). There are now three ‘place-based’ STPs, each focused on a particular geographical area to cover the whole of Surrey: East Surrey and Sussex STP, Surrey Heartlands STP and Frimley Health and Care STP. All the plans include preventing ill health as a priority, local integration plans for health and social care services and a focus on engagement with residents to shape local services.

Accommodation for adults with autism - Planning permission has been secured for 10 new supported living homes at Lindon Farm in Alfold. This is part of the council’s response to the growing demand for accommodation for young adults with autism and high support needs. It will mean young people will have the opportunity to move back into Surrey, closer to their families and support networks and we anticipate it will deliver a saving in the annual cost of specialist care and support. The team that looks after young adults with disabilities has identified those individuals whose needs can be best met at Lindon Farm and will be able to move into their new homes in summer 2018.

20-year accommodation strategy agreed - The council has agreed a 20 year local strategy with key partners to ensure there is adequate accommodation for people with care and support needs. This aims to ensure that residents have a choice about accommodation to meet their health and wellbeing needs that is flexible enough to be adapted as their needs change. There is a commitment to build 600 Extra Care flats by 2025 across the county. Extra care housing is designed for older, frail people who can live independently in their own self-contained flats, with their own front door, but benefit from personal care support on the premises. Improving services for people with dementia will also be a focus of this strategy.

Digital and online support for carers – The council’s Adult Social Care services have co-designed and developed free carers’ digital resources with Carers UK, the leading national carers’ charity. ‘**Jointly**’ is an app that combines a number of useful features, including: a profile of the person being cared for, group messaging, a notes page, a calendar, a task allocation which can be shared with other family members or carers, a medication list and a contacts page. ‘**About Me: building resilience for caring**’ is a Carers UK e-learning course that shows how you can cope with stress, build support networks and get information on services and benefits. It also helps carers to recognise their own health needs and take steps to stay healthy while caring.

Identifying needs of carers – Carers provide valuable unpaid care to family, partners or friends who are ill, frail or have a disability. But often their own health needs go unrecognised. To overcome that, the Surrey NHS Carers Prescription was developed as an online mechanism to enable NHS staff to log carers’ details and connect them to a range of health services available locally. Its use by hospitals, mental health staff and community pharmacists resulted in 6,326 carers’ prescriptions last year, requesting 12,042 services, an increase of 53% and 221% respectively. It is planned to roll out the scheme across all Surrey hospices during 2017-18.

Staying independent – The council’s Reigate & Banstead social care team helped 340 residents stay mobile and independent at home last year by providing occupational health therapy (OT) and equipment quickly through the MeAssured OT Clinic.

Integrated work reduces mental health load for police – Mental health teams (known as Approved Mental Health Practitioner teams) have successfully reduced the need for police involvement where someone is at risk of a mental health crisis. Under the Mental Health Act, the police are able to take people who have mental health needs to a place of safety, normally a police station or hospital. The number of people using police custody as a place of safety has dropped from 19% to 0.5% in four years as a result of mental health workers assessing people quickly to avoid the use of police custody. And closer working between police and mental health teams has led to a 38% drop in the use of police powers under Section 136 of the Mental Health Act. Section 136 enables police to detain someone for a formal mental health assessment, but with the involvement of mental health workers they can be diverted to other services (such as a safe haven) or may not need to be detained formally.

Building support in the community - A national plan, called Building the Right Support, has been developing community services for people with a learning disability and/or autism who display challenging behaviour, including those with a mental health condition. Surrey has created a local plan with partners and stakeholders to improve the lives of 4,000 adults and over 8,000 children with learning disabilities.

Boosting wellbeing by going online - We supported Get Online Week in October 2016 to promote the benefits of the online age for older people and people with disabilities. The week involved a packed programme of events to demonstrate the many things you can do online, from being able to complete tasks more quickly to making life more fun and fulfilling, such as:

- Staying in touch with family and friends through Skype and email
- Grocery shopping online
- Online banking
- Googling exercise classes and healthy recipes
- Watching films on a computer or tablet

Surrey libraries also ran 78 introductory computer sessions.

Wellbeing facts and figures - Adult Social Care locality teams have helped residents stay independent by:

- Helping 8,400 to live at home
- Helping 2,097 people with reablement support
- Supporting 11,524 carers
- Ensuring 6,480 people have control over their own personal budgets.

Nine out of 10 (92%) of people who received social care services said that the care and support gives them a better quality of life, while 80% said it gave them control over their daily life.

1,400 sign up as Dementia Friends – More than 100 “Dementia Friends” sessions took place in Surrey between September 2016 and January 2017, resulting in over 1,400 new Dementia Friends. They advise local businesses, leisure services and other organisations how they can become more dementia friendly.

Over 50s get active - Year one of the Get Active 50+ project saw 1,769 Surrey people taking part in sports and physical activities, including walking football, bowls, swimming, jogging, badminton, inclusive multi-sports, golf and exercise classes.

Surrey Disability Register - Over 1,000 new members have joined the Surrey Disability Register in just six months, bringing the total number of members to almost 12,000. This is a voluntary register for local people with disabilities who are added to the Surrey vulnerable people reporting system, which helps emergency services identify them and prioritise their assistance in the case of an emergency, such as a flood or fire. Other bonuses include getting concessions at places like leisure centres, cinemas, theme parks, and obtaining VAT savings on equipment and services purchased in connection with a person’s disability.

Surrey information Point - Almost 160,000 residents used the Surrey Information Point website to find local support in the community for themselves or family members in 2016-17.

Campaign tackles mental health stigma - Time to Change Surrey is a campaign aimed at changing the stigma surround mental health problems. Since its launch three years ago, 4,410 residents, employers and employees, students, professionals and others have attended live drama events and mental health awareness training sessions.

Adult learning courses boost skills – Surrey now runs more than 2,300 adult learning courses with 21,800 enrolments. This includes higher levels of demand from adults returning to study to gain mathematics and English GCSEs to enable them to pursue their career aspirations. In many instances wellbeing is a key driver for adults enrolling on a course, with around 1,410 reporting a health issue or learning difficulty. There is also an important programme of family learning which improves the basic skills of these with parenting responsibilities. Surrey Adult Learning operates from seven dedicated centres (in Camberley, Esher, Farnham, Guildford, Molesey, Sunbury and Woking) supplemented by another 117 venues, such as schools, children’s centres and community centres.

Children’s centres scoop ‘baby friendly’ award – More than 20 children’s centres in Surrey have been successful in winning a prestigious public health award by UNICEF. The UNICEF UK Baby Friendly mark of accreditation is a nationally recognised mark of quality care for mothers and babies. The Baby Friendly Initiative is designed to support breastfeeding and parent and infant relationships by working with public services to improve standards of care. Surrey has been one of the first in the UK in championing this initiative in its children’s centres. It’s part of the Healthy Children’s Centre Programme (HCCP) which aims to provide high quality support on a range of health issues, including: healthy eating; breastfeeding support; physical activity; oral health; childhood immunisations; emotional health and wellbeing. They also provide support to adults around alcohol and substance misuse, smoking cessation, domestic violence and mental health.

ECONOMIC PROSPERITY

New enterprise zone could bring £140m to Chertsey – Surrey County Council has thrown its weight behind plans to create an Enterprise Zone (EZ) on the largest available commercial site in Surrey at Longcross Park in Chertsey and on two other sites - at Basingstoke and in east Hampshire. The county council's decision-making Cabinet has backed the move by the EM3 local enterprise partnership (LEP) to submit a 25-year implementation plan for the development to the Government. The assessment of the Surrey part of the scheme is that it will boost economic development in the area by attracting 32 new businesses, 4,100 new jobs and 90,000 square metres of new commercial floor space.

Over the 25-year period, the enterprise zone is expected to result in more than £140m in business rate income to further boost economic development. The site owner and developer, the LEP and the county council and Runnymede Borough Council are working together to determine the infrastructure and other measures necessary to support the development of the Longcross site. The other sites making up the enterprise zone are at Basing View in Basingstoke and at the Louisburg Barracks in east Hampshire.

Fixing and renewing Surrey's road network - Some of the important projects in 2016-17 to maintain and renew Surrey's roads, pavements and other infrastructure are highlighted below:

- Operation Horizon – an ongoing programme of major works, which last year resulted in about 30 miles of highway being resurfaced. Operation Horizon focuses on maintenance of the road network where there are problems with the underlying structure.
- Replacement of Flanchford Bridge – construction of the single span bridge was completed in March 2017, replacing the structure damaged by earlier severe flooding which had resulted in weight and width restrictions so that it could remain open to the public. The new bridge includes design features to improve pedestrian safety.
- Pavement Horizon - a six-year programme to restore Surrey's pavements in key locations. One of the objectives of the programme is to help people reach schools, doctor's surgeries, hospitals and town centres. Nearly 50 miles of footpaths have been resurfaced during 2016-17.
- Repair and prevention of potholes – In 2016-17 Surrey was allocated just over £1m from the Government's £50m-a-year Pothole Action Fund. Surrey has used its allocation as part of a preventative programme to deal with potholes. Using a range of techniques, including handlay patching, machine patching, jet patching, thermal patching and "rejuvophalt", the programme has repaired or prevented about 35,000 potholes at a cost of £3m.

Woking integrated transport project to boost town's economy - Working in partnership, Surrey County Council and Woking Borough Council launched a multi-million pound Integrated Transport Project for the town centre last year. The project will improve transport around the railway station and town centre and support a number of commercial and residential developments, creating jobs and new homes. It is being funded by private investment and a grant of £11m from the Enterprise M3 Local Enterprise Partnership.

Traffic safety schemes cut collisions by a third – The county council completed 18 highway safety schemes in consultation with the police last year, resulting in a 35% drop in collisions. The schemes were introduced following analysis of police data showing 18 hotspots accounted for a total of 163 collisions over three years. In one example, a gap in the central reservation on the A31 Hogs Back was closed because it was too narrow. Vehicles using the gap near East Flexford Lane had no deceleration nor acceleration lane, resulting in cars shunting into each other or colliding during lane changes. Local drivers now use higher quality turnings nearby.

Six out of seven get first choice of school - Six in seven Surrey applicants for reception class places this September have been offered their first choice school. The latest figures show that 86 per cent of parents and carers who applied by the deadline last October were offered their first choice primary school – up from 82 per cent last year. All Surrey pupils who needed a place got one.

Surrey's countryside partnerships make a difference - Surrey is renowned for its attractive countryside, but the ongoing management of vital green spaces in the county is only possible because of dedicated volunteers. The council works with three countryside partnerships whose volunteers of all ages and abilities carry out a wide range of practical conservation tasks to promote biodiversity and make the countryside accessible for everyone to enjoy. Last year, rain or shine, volunteers contributed 23,750 hours of their time at over 100 countryside sites, clearing scrub, path surfacing, removing invasive species, signpost-making and checking stock.

Surrey walks app now at your fingertips – The council has teamed up with a digital walking app company, iFootpath.com, to develop a range of 51 self-guided walks in digital format known as the Explore Surrey Collection. The routes cover the whole of Surrey, with a choice of short, easy access, rail to ramble, hilly, longer distance and some to suit the whole family.

Surrey-wide plan tackles fly-tipping – The practice of illegally dumping rubbish – known as fly-tipping - cost Surrey County Council and the 11 district and borough councils nearly £1 million in collection, investigation and disposal costs in 2014-15. To tackle the problem, the councils, working together as the Surrey Waste Partnership, agreed a joint strategy in June 2016 to tackle the problem. To support the strategy, a communications campaign highlighted the impact, responsibilities and consequences of fly-tipping to three audiences: residents, traders and landowners. The campaign was supported by the Office of the Police and Crime Commissioner for Surrey. Independent evaluation found that 80 per cent of residents surveyed said the campaign deterred them from fly-tipping.

Results so far show a decrease in the amount of fly-tipping at transfer stations from 3,902 tonnes in a 10-month period in 2015 to 2,749 tonnes over the same period in 2016, saving £125,000 in disposal costs.

Food waste recycling saves £340,000 - Recycling of food waste has increased by 19% in the last year following a campaign to attach 'No food waste' stickers to household rubbish bins across Surrey, saving over £340,000 in disposal costs.

New ways of working for waste – A new contract to collect household waste from residents in Elmbridge, Mole Valley, Surrey Heath and Woking is expected to save about £2.5m a year. The county and district and borough councils are also looking at combining other functions in future, with the potential to achieve greater savings for residents – for example, analysis suggests that a county-wide waste service including all 12 councils could save council taxpayers between £8m and £12m a year.

Surrey Waste Plan up for renewal – Surrey residents generate more than 500,000 tonnes of waste a year, or about 450kg for every person. The county council is required to produce a 10-year Surrey Waste Local Plan to ensure there is enough land available for the waste facilities needed to manage it. The current Waste Local Plan covers the period 2008 to 2018, so the council began the process of reviewing and updating it last year, kicking off with an initial consultation. Council planners are now preparing a draft version of the new plan which will be subject to further public consultation later in 2017, working with the district and borough councils as well as neighbouring waste planning authorities in the south-east and London. Surrey recycled 56.3% of its household waste last year, a 3% increase on 2015-16. Only 7% was sent to landfill.

Valuing community transport – How do you put a value on community transport? These local schemes are an important alternative to commercial transport, such as buses and taxis. They are run by volunteers and subsidised by councils and various grants to enable frail and vulnerable passengers to make social visits and necessary trips, for example to hospital appointments. Surrey County Council has teamed up with a number of other local authorities to commission a study by the Transport Advisory Service (TAS) to get a sense of what community transport is worth to the area.

Social isolation is estimated to cost the NHS and councils between £1.3 billion and £2.9 billion a year and a study elsewhere suggests community transport could reduce such costs by between £400m and £1.1bn a year. The findings of the TAS commissioned report will be available in 2017. Surrey and East and West Sussex County Councils, along with Brighton & Hove City Council, want to use the TAS report to explore opportunities for remodelling services that require the transport of older residents.

RESIDENT EXPERIENCE

Thumbs-up for SEND transport – A survey last year of around half the parents and carers of children with special educational needs or a disability (SEND) who use school transport found more than eight out of 10 children enjoyed their trip to and from school. The survey drew 466 responses (a response rate of 28.6%). The headline findings were:

- * 85% said their children enjoyed their journey to and from school
- * 77% were “very satisfied” with the driver; and 93% were “very satisfied” with the escort
- * 68% were “very satisfied” with vehicle punctuality.

The remaining parents and carers of SEND children using the service are also being surveyed and the results will be analysed shortly. Around 2,800 children and young people with special needs receive transport from the council to get to school, college or training placements. The council also embarked on an engagement programme with SEND families in January 2017 to design a new home-to-school transport service. Dozens of families have been involved so far, and the intention is to trial a new service later in 2017 that improves the customer experience and is sustainable in future.

Citizens Advice Bureau moves into Caterham Valley library – The move of the Citizens Advice Bureau (CAB) into Caterham Valley library earlier this year has created a one-stop shop for all local and community information. And it is proving very popular. The improved use of space is providing greater value to the community, enabling residents to get advice from the CAB, access library services and information, and find out about volunteering opportunities all in one visit. Finding new ways of working together for the benefit of residents remains a priority. CAB advisers and visitors now have a more comfortable meeting area, while the library itself has an improved layout with improved stock all on one floor, and there is a new local history room providing research and meeting space.

Putting the child's voice at the centre of what we do - The council is committed to putting the voices of children and young people at the centre of its services. Listening to the voice of the child or young person is an essential part of the council's social work practice. It is at the heart of ensuring the right support can be put in place at the right time to keep children and young people safe, and equip them to grow up to live independent and fulfilled lives. To achieve that, the council has a participation team who work with looked after children (children in care) and those leaving the care system (known as care leavers) through a programme of engagement activities that enable them to give their views on care services and related issues.

These engagement opportunities include regular forums, such as the Care Council and Care Council juniors where young people represent the wider views of children in care, and can give their views directly to the council. But there are also events and initiatives held throughout the year as a direct result of what young people say they want, which focus on boosting life skills, preventing social isolation and raising awareness of young people's issues with care professionals.

In 2016, these included:

- Skills Fest 2016

Over 100 looked after children, care leavers and those who support them attended Skills Fest last July to learn independent living skills, such as cookery, budgeting, DIY, personal safety and keeping healthy. This event was created in response to survey of all looked after children and care leavers who said they felt unprepared for independent living when leaving care. Skills Fest is now in its fourth year.

- Total Respect training

Total Respect is a training programme aimed at professionals who work with looked after children and care leavers to help them understand more about how it feels to be looked after. This results in young people receiving a better service from the teams that are there to support them. In 2016 more than 400 social care staff, GPs, nurses, students and other practitioners underwent the training. Frontline police officers will have the training in 2017.

- Christmas Party for looked after children and care leavers

Christmas can be a lonely time for young people who have no one to celebrate it with. As a result every Christmas the council's Children's Rights Service joins together with colleagues to ensure looked after children and care leavers are able to enjoy a Christmas meal and party together. Young people and staff work throughout the autumn term to prepare a show to perform at the party. More than 100 young people attended last Christmas.

- Apprenticeships for care leavers

Apprenticeships are provided for some care leavers who may not be able to access opportunities elsewhere. They work with the Children's Rights Service for between one and three years and gain qualifications and experience. They are also able to shape services and work with young people to make changes. Over the last year they have gone on to university and other employment opportunities.

Trace your family tree online - Since 2013 Surrey Heritage has been publishing local history records online with commercial partners such as Ancestry and Find My Past. In the last year the total number of records online has reached 42 million. Even this represents just 1.5% of the total collections held at the Surrey History Centre in Woking. If you are tracing your family tree you can access the records free of charge at the Surrey History Centre or at your local library.

Surrey first highways authority to win customer excellence award - The council's highways and transport service has had its prestigious Customer Service Excellence accreditation renewed for a further three years, following a rigorous external assessment. The service, which receives over 100,000 enquiries a year from residents, was particularly praised for the quality of its roadworks information for residents. Surrey is the first highways authority to win the award.

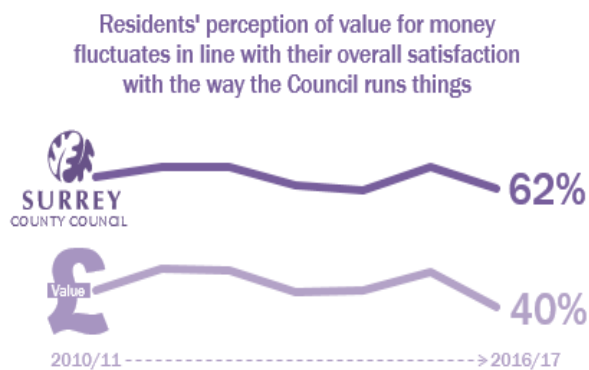
More than 40,000 births, deaths and marriages registered - The council's Registration and Nationality Service completed over 40,000 registrations last year. This included:

- 20,000 births
- 12,000 deaths
- and 9,000 notices of marriage.

Most registration bookings now are done online, with the percentage jumping from 13% in 2014 to 60% in 2016, saving £75,000 through greater efficiencies. The service is governed by the General Register Office (part of Her Majesty's Passport Office), which recently gave Surrey the best rating, "high", in its latest stock and security review. The nationality team conducted ceremonies for 2,000 British citizens last year.

Children's Chinese collection at Woking library - Working in collaboration with the Chinese Association of Woking (CAW), there is now a collection of children's books in Chinese at Woking library. There are over 1,000 children's books in the collection of all kinds, provided by CAW with the intention of enhancing the language learning experience for Chinese children, and benefiting all Chinese language learners.

Residents' survey shows satisfaction with Surrey



A regular survey gathers the views of 6,600 residents from all Surrey's districts and boroughs with interviews taking place throughout the year. For 2016/17 the results show:

Almost two thirds (62%) of residents surveyed during 2016/17 were satisfied (very or fairly) with the way the council runs things.

Four in every ten residents surveyed thought that the council gave residents good value for money.



Just under half (48%) of residents surveyed during 2016/17 said they felt the council kept them very well informed or fairly well informed about the services and benefits it provides.

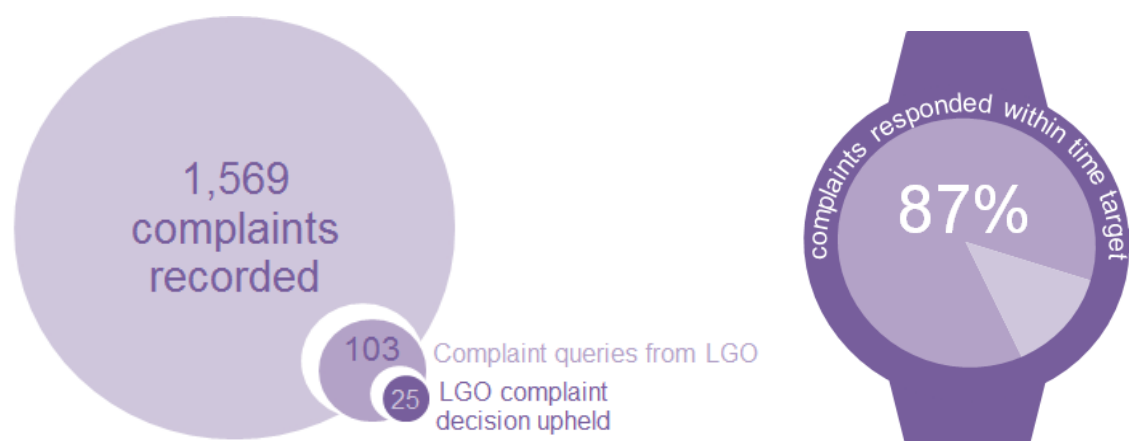
When residents who were surveyed had contacted the council in the last 12 months, just over two thirds (68%) said they felt that staff tried to understand their needs.

More than 9 out of 10 (93%) of residents surveyed were very or fairly satisfied with their local areas as a place to live.



Keeping the Customer Promise (complaints and compliments)

Also aside from the residents' surveys, there are the results and outcomes from complaints. This is an opportunity to understand if there is a gap between a resident's expectations and the standard of their public services. The table below shows the number of complaints received about our directorates and illustrates the number that progressed to the Local Government Ombudsman (LGO) and whether the complaint was upheld following independent review (LGO agreed with the complainant).



	Complaints recorded	Change since last year	Complaints responded within time target	Known complaints queries from LGO	LGO complaint decision upheld	Compliments
Adult Social Care	255	28%	98%	42	19	1,008
Children, Schools & Families	538	27%	70%	34	3	28
Customers & Communities	31	48%	81%	1	0	16
Environment & Infrastructure	561	-9%	91%	24	3	379
Business Services	43	-25%	95%	1	0	194
Central support	141	21%	86%	1	0	2,420
2016-17 Total	1,569	9%	87%	103	25	4,045
2015-16 Total	1,434	-6%	82%	77	20	
2016-17 Members	18	125%	100%	0	0	
2015-16 Members	8	-42%	100%	0	0	

Due to legislative requirements for some services we have three separate procedures for dealing with complaints (depending on whether they relate to Children, Schools & Families, Adult Social Care or all other services). The procedures all have a commitment to being person-centred, fair and clear, with timely outcomes. Each procedure has its own characteristics and response standards and all three procedures come under the umbrella of the Local Government Ombudsman (LGO). This creates a consistent final point of referral if a person remains unhappy after completing the complaints process.

We value complaints for the opportunity to learn from individual experiences to improve our services. Here are some examples of where we have changed our way of working as a direct result of complaints:

- Better communication with partner agencies, to be aware of staffing difficulties as they arise and communicate more effectively with the client.
- Ensure that assessments are completed in full and decisions are made with the support of management, and that good practice is followed - specifically keeping all interested parties involved in decision making.
- Internal procedure for ensuring clients and their families are aware when key workers are absent for prolonged periods, and who they can contact in the interim.
- Implementation of new process for enforcement action to manage skips on the highway
- Improvements to contract renewal process for school transport routes
- Clearer information provided to customers on the Council's website to manage expectations regarding action that will be taken in response to reports to Surrey Highways

Also we receive almost 3 times the compliments for our service than complaints. Here are few of our compliments:

"I must thank all the carers who came to help me after I left hospital. They have not only provided professional help when I really needed it, but also were very friendly and concerned with my position as a ninety two year old widower living on my own. Elmbridge is fortunate in having such a good service for aftercare for those leaving hospital and I am sure it must be one of the best in the country."

"The help I was given by the Epsom and Ewell Locality Team [Adult Social Care] was excellent with visits by two care workers twice a day and frequent visits by the District Nurse. All the staff who took part were helpful and kind and my treatment could not be faulted."

"The Waverley Reablement carers were all superb and so good with my father (who is 90 years of age). After his stroke, he is not good on his legs and has limited speech. He was able to communicate well with all of them and they took the time to listen, and due to their patience and care I cannot praise them high enough, fantastic team."

"I just wanted to pass on my hugest thanks for the fabulous Trumpet workshop yesterday - my son had a wonderful day and came away exhausted but very inspired! The concert at the end was fabulous - so many talented young people! My son is just starting off on this journey, but I know yesterday will stay with him for a long time. Please pass on my thanks to all involved."

"...You have been so kind, so patient and so helpful in a process that can be alienating and difficult. It has been wonderful working with you. Thank you. Please thank the individual who packed and photocopied the [Surrey History Centre – archive] materials - they arrived in excellent condition and the packets were collated and put together with great attention... "

"We would like to send our thanks to the staff at the Mansion House Registry Office in Leatherhead. We held our daughter's wedding there in November. It was truly a lovely experience and this was greatly due to the kindness and caring of your staff....Many of our guests commented that it was the best registry office wedding they had attended."

Where can I find more information on complaints and compliments?

Children, Schools and Families, Adults and Corporate Complaints produce annual reports that provide more information on the themes, timing, and outcomes. All services feed into an annual report that is formally presented to Audit & Governance Committee in September.

Our Governance and Structure

This section outlines our governance and structure, reports back on our people and fairness and equalities strategies and highlights our progress in environmental sustainability.

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There are three other downloadable sections that provide further details:

Our highlights – reviews the 2016/17 year from the Leader and Chief Executive, provides a brief overview of our remit in local government and outlines our current strategy for this reporting year

Our performance – highlights our achievements over the reporting year, results from the resident surveys and summary of the complaints and compliments

Our finances – features the Director of Finance’s review, summarises the risk register and financial statements

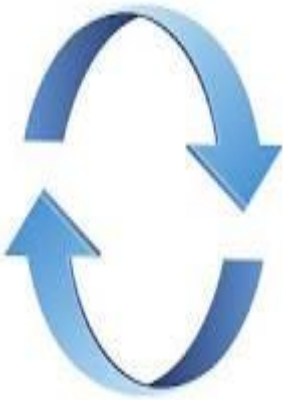
Governance Review -Director of Legal, Democratic and Cultural Services - Ann Charlton



Ann is Director of Legal, Democratic and Cultural Services. She is the council's senior legal adviser and ensures that the council acts within its powers and is legally compliant. She also holds the statutory position of Monitoring Officer (Local Government and Housing Act 1989 section 5) and will investigate any concerns about the actions undertaken by council officers or elected Members on behalf of the council, including possible conflicts of interest.

Overview of Governance

Our governance is made up of two distinct parts.



Political administration: Surrey County Council is composed of 81 councillors (or “Members”) elected every four years. Councillors are democratically accountable to residents (electors) in their electoral divisions. The Leader of the Council – David Hodge - and his appointed cabinet set policies that determine the delivery of services to residents. The 2016/17 Chairman of the Council, currently Sally Marks, is the council’s civic leader.

Operational administration: Surrey County Council is led by a Chief Executive Officer, who is the head of the paid service. The Chief Executive Officer and other senior officers determine the best way for the organisation to operate to deliver the corporate strategy and policies set by the elected members

Summary of Annual Governance Statement

We have a responsibility for ensuring that the council’s business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for. We are required to prepare an Annual Governance Statement (AGS) under the Accounts and Audit (England) Regulations 2011.

The council is committed to fulfilling its responsibilities in accordance with the highest standards of good governance to support its Corporate Strategy “Confident in Surrey’s future.” The council’s Governance Strategy sets out its approach to good governance and is supplemented by a Code of Corporate Governance. The AGS outlines the council’s governance arrangements and achievements during 2016-17, and focus for 2017-18.

The council's external auditors' 2015/16 report on value for money published in July 2016 concluded that 'in all significant respects, the Authority put in place proper arrangements to secure value for money through economic, efficient and effective use of its resources,' with the exception of the arrangements in place within the council's Children's Services directorate. A Children's Improvement Plan, including a member led Children's Services Improvement Board, is being delivered to address the January 2016 improvement notice issued by the Department for Education following the Ofsted inspection report published in June 2015.

As part of this work, Children's Services have adopted a 'Safer Surrey' approach that focuses on building relationships with families and puts practitioners in the role of supporting and helping rather than as directors of change. Following a monitoring visit at the end of August 2016, Ofsted confirmed that the pace of improvement has picked up as a direct result of teams embedding the Safer Surrey approach, but there is still more to do to ensure consistency in all our practice.

In October 2016, an inspection was carried out by OFSTED and the Care Quality Commission to judge the effectiveness of the Surrey area in implementing the disability and special educational needs (SEND) reforms as set out in the Children and Families Act 2014. As a result, the local authority and the county's Clinical Commissioning Groups (CCGs) were required to submit a Written Statement of Action (the Statement) because of significant areas of weakness in the local area's practice. The Statement sets out a clear vision for how the local area will address the five key weaknesses raised in the inspection and sustain improvement for children and families at scale and pace. It was developed with the contribution of partners in schools and family representatives.

Progress will be monitored monthly by the council's and CCGs leadership teams and reported to the SEND Partnership Board, SEND Scrutiny Task Group and lead Cabinet Members. The Children's Services Improvement Board will provide formal oversight of delivery of the actions in this Statement and will review progress quarterly.

The annual review of the effectiveness of the system of internal audit concluded that appropriate controls were in place during 2016/17 to ensure an effective internal audit service was provided. As part of the effectiveness review, a self assessment against the UK Public Sector Internal Auditing Standards was completed by the Chief Internal Auditor. The conclusions of the assessment are that Internal Audit substantially complies with the requirements and there are no significant areas of non conformance.

The overall opinion of the Chief Internal Auditor on the internal control environment for 2016/17 is "some improvement needed." A few specific control weaknesses were noted; generally however, controls evaluated are adequate, appropriate and effective to provide reasonable assurance that risks are being managed and objectives met. Controls over the council's key financial systems continue to be sound.

The annual review of governance is overseen by the Governance Panel. The panel comprises of Director of Legal, Democratic and Cultural Services [chair], the Director of Finance, senior representatives from HR and Organisational Development and Strategy and Performance, the Chief Internal Auditor and the Risk and Governance Manager. The panel meets four times a year and reports to the Statutory Responsibilities Network and the Audit and Governance Committee. The 2016-17 review has provided a satisfactory level of assurance on the governance arrangements for the year.

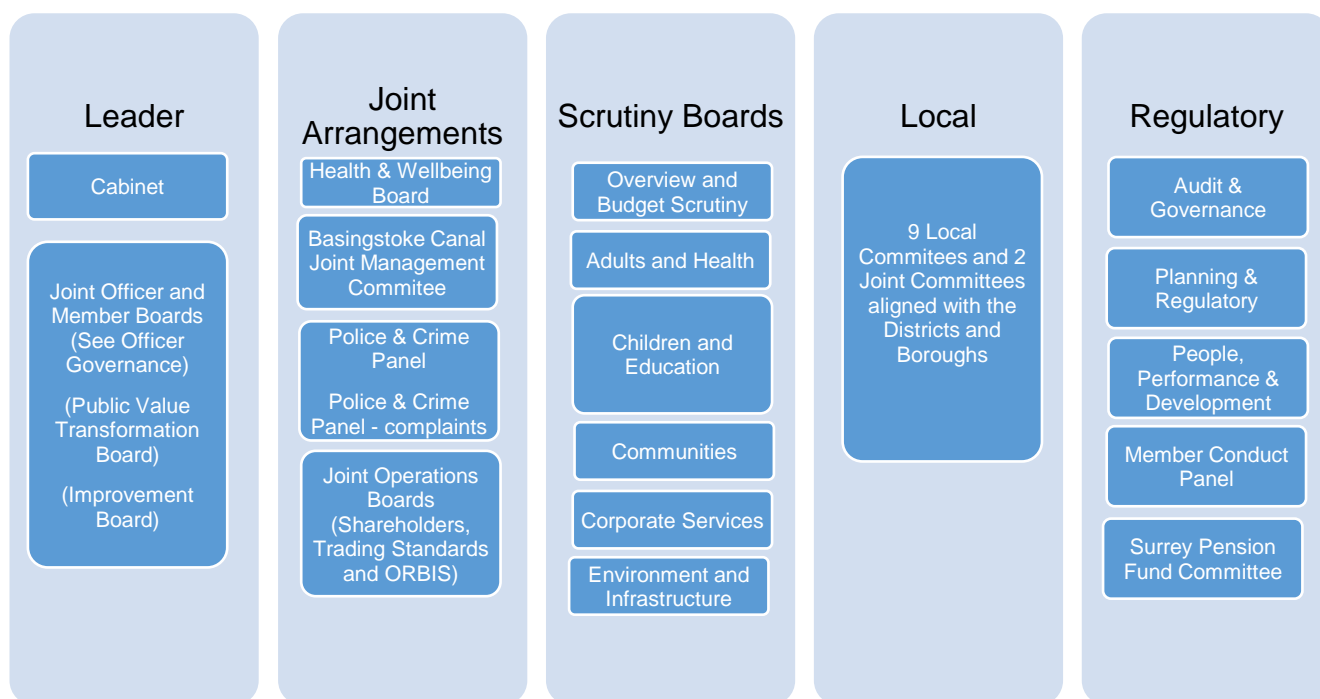
Structure Outline - Member Administration

The Council delegates responsibility as set out below for a number of different functions through the Constitution.

Every local authority has a Constitution that sets out how the council conducts its business, how decisions are made and the procedures to be followed to make sure that these are efficient, transparent and accountable to local people. Some of these processes are required by the law, while others are a matter for the council to determine itself.

The Constitution is divided into a number of articles, which set out the basic rules governing the council's business. The Constitution is updated at meetings of full Council to ensure that it reflects changes in legislation and stays relevant to local needs.

For simplicity, the structure below and details reflect these changes.



Note: After the local election (May 2017), there have been some constitutional committee changes eg: Scrutiny Boards are now Select Committees

Details of Member Responsibilities

2016/17 Council	Cabinet	2016/17 Regulatory
<p>The Council is composed of 81 councillors (or “Members”) elected every four years. Councillors are democratically accountable to electors in their electoral division.</p> <p>The County Council meets approximately every six weeks on a Tuesday. Every meeting is webcast. The meetings are open to the public, although the public are not able to participate in the meeting.</p> <p>The Council sets the framework within which the Cabinet operates through the corporate plan, budget and major policy plans. It elects the Chairman and Vice-Chairman of the Council annually and appoints the committees of the Council. It also elects the Leader of the Council for a four year period (and may remove him/her from office).</p> <p>Chairman of the Council: Sally Marks</p> <p>Leader of the Council: David Hodge</p>	<p>The Cabinet is made up of the Leader (chairman), Deputy Leader, eight Cabinet Members and there are in addition four Cabinet Associates. Cabinet is responsible for all executive decisions, with each Member holding the brief for a portfolio of services.</p> <p>The Cabinet leads the preparation of the council's policies and budget and makes recommendations to the County Council on the major policy plans and the budget and Council Tax. The Cabinet and Cabinet Members take decisions within this framework of plans and procedural rules approved by the Council, including key decisions (defined by the Constitution). It is held to account by the council for its performance.</p>	<p>The Council appoints these committees with terms of reference within the Constitution. The Council appoints chairmen for each:</p> <p>Audit & Governance: Stuart Selleck; Planning & Regulatory: Tim Hall; People, Performance & Development: David Hodge; Member Conduct Panel: Sally Marks; Surrey Pension Fund Committee: Denise Le Gal</p> <p>Some examples are: Audit and Governance Committee creates an environment in which audit, governance and financial accounts matters can be considered without having to compete for priority alongside other matters. It meets six times a year and additional meetings are occasionally required for a specific purpose.</p> <p>The People, Performance and Development Committee's role includes policies on staff pay & conditions, arrangements for consultation with unions, resolving disputes and promoting development and training.</p>
2016/17 Local	2016/17 Scrutiny boards	Joint Arrangements
<p>The Council appoints local committees to ensure improved service delivery in the context of best value and more efficient, transparent and accountable decision making. Two of these committees are now joint committees (Woking and Spelthorne). The Council appoints chairmen and/or vice-chairmen for each local and joint committee. The current chairmen are Elmbridge: Margaret Hicks; Epsom & Ewell: Eber Kington; Guildford: Keith Taylor; Mole Valley: Tim Hall; Reigate and Banstead: Dorothy Ross-Tomlin; Runnymede: Yvonne Lay; Spelthorne: Denise Saliagopoulos; Surrey Heath: David Ivison; Tandridge: Nick Skellett; Waverley: Pat Frost; Woking: Liz Bowes</p>	<p>There are six select & scrutiny boards.</p> <p>Council appoints chairmen for each: Council Overview: David Munro; Education and skills: Mark Brett-Warbuton; Economic Prosperity, Environment and Highways: David Harmer; Resident Experience: Colin Kemp; Social Care Services: Keith Witham; Wellbeing and Health Scrutiny: Bill Chapman</p> <p>Role: To provide challenge to the Cabinet and to strengthen their policy development and review role</p>	<p>The Council and the Cabinet may establish joint arrangements with one or more local authorities and/or their executives to exercise functions which are not executive functions in any of the participating authorities, or advise the council. Such arrangements may involve the appointment of a joint committee with these other local authorities for example: Woking and Spelthorne joint committees.</p>

Member Attendance

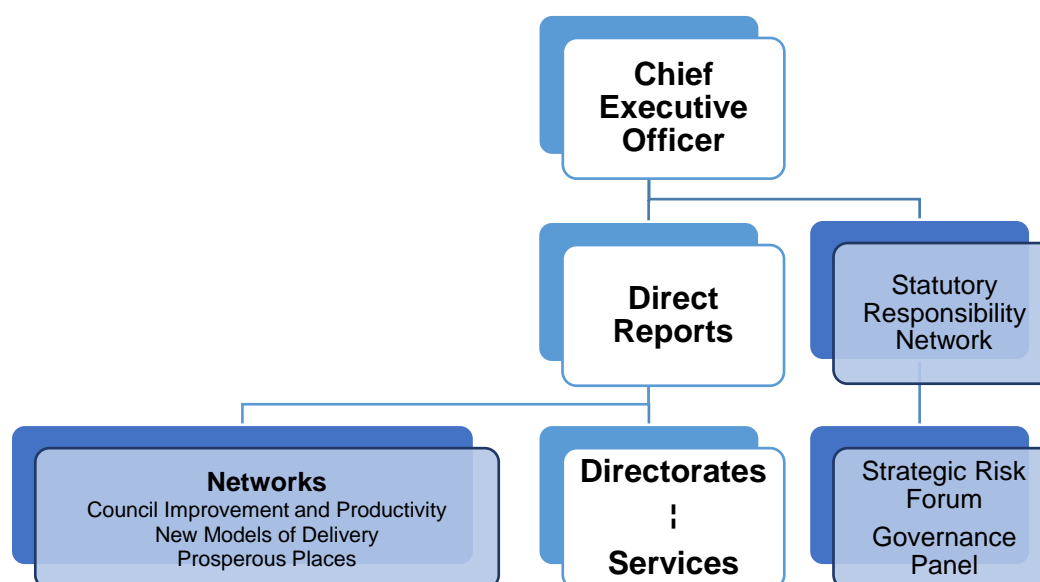
The attendance record of the senior member leadership during the year is set out below. The senior leadership may have other meetings to attend like Select Committees or their local committees as well as Cabinet and Council. Note that under statute, if a member has not attended a meeting for a period of six consecutive months, unless the failure to attend was due to a reason approved by the authority during those six months, the member ceases to hold office.

Member	Position	2016-17	2015-16
Mr David Hodge CBE	Leader	27/34	31/31
Mr Peter Martin	Deputy Leader	25/32	28/32
<u>2016-17 Cabinet Members</u>			
Mrs Helyn Clack	Wellbeing and Health	25/26	23/24
Mrs Clare Curran*	Children and Families Wellbeing	23/26	11/26
Mr Mel Few	Adult Social Care, Wellbeing and Independence	22/28	25/28
Mr John Furey	Highways, Transport & Flooding	21/22	17/21
Mr Michael Goodman	Environment & Planning	23/23	21/21
Mrs Linda Kemeny	Schools, Skills and Educational Achievement	18/21	23/24
Ms Denise Le Gal	Business Services and Resident Experience	37/46	31/40
Mr Richard Walsh	Localities and community Wellbeing	22/23	26/27
<u>2016-17 Civic Leadership</u>			
Mrs Sally Marks	Chairman	11/11	11/11
Mr Nick Skellett CBE	Vice Chairman	11/11	10/12

* Council approved absence for Mrs Clare Curran due to health reasons.

Structure Outline - Officer Administration

The Council appoints the Chief Executive, the Director of Legal, Democratic and Cultural Services and the Director of Finance as statutory officers. The People Performance and Development Committee appoints other Chief Officers and Heads of Service with the appointment of a Director of Public Health being made jointly with the Secretary of State for Health. The Constitution delegates responsibility as set out below for a number of different functions.



Details of Direct Officer Committees:

Statutory Responsibility Network: provides corporate leadership and strategic direction to ensure that Surrey County Council becomes an outstanding community leader and delivers excellent services to the public. It comprises of the Statutory Officers (Deputy Chief Executive and Strategic Director Children's, Schools and Families, and Strategic Director Adult Social Care and Public Health, Chief Fire Officer, Director of Finance, Director of Legal, Democratic and Cultural Services, and Chief Internal Auditor).

Strategic Risk Forum meets on a bi-monthly basis and membership includes Director of Finance (chair), strategic risk leads, Chief Internal Auditor, Head of Emergency Management and Risk and Governance Manager.

Governance Panel (chaired by Director of Legal, Democratic and Cultural Services) and reports to the Statutory Responsibility Network and the Audit and Governance Committee. The panel provides robust scrutiny and appraisal of governance.

Continuous Improvement and Productivity Network provides leadership, challenge, oversight and early consideration of issues relating to and underpinning the delivery of the Corporate Strategy & MTFP; and development of corporate policy. The membership includes Finance, HR, Policy & Performance and directorate leads

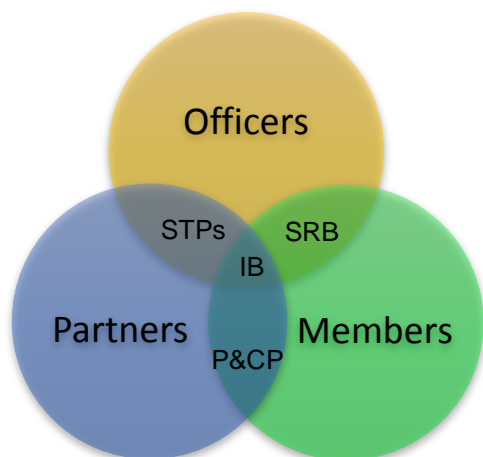
New Models of Delivery Network enabling and assisting services in identifying and assessing opportunities in a structured way to respond to changing expectations and to manage the impact of reduced funding.

Prosperous Places Network work with partners across Surrey to ensure every place can be prosperous and sustainable.

Every six months, the Chief Executive Progress reports, on the networks and outlines some key achievements from 2016 and plans for the year ahead. Each network meets regularly and has the overall goal of finding new ways for the organisation to be more effective and efficient.

Details of Joint Member, Partner and Officer Committees:

As well as the direct officer structure, there are joint and shared working arrangements with partners and members. Some of these joint and shared arrangements have their own committees and governance arrangements. The below diagram gives an example of the joint committees and boards showing the membership overlaps.



Sustainability Transformation Plans (STPs): These are the overarching strategic plans covering the next five years and are aimed at ensuring the sustainability of local health and care systems financially and in terms of the quality of services and health outcomes for local people. There are three geographical STP areas in Surrey, the biggest of which is ‘Surrey Heartlands’ with a population of 850,000 residents. Surrey Heartlands covers the geographical areas of Guildford and Waverley CCG, North West Surrey CCG and Surrey Downs CCG. The Surrey Heartlands Transformation Board is chaired by David McNulty, our Chief Executive, demonstrating the quality of the partnership, and includes the Chief

Executives of the local Clinical Commissioning Groups (CCGs) and also includes CCG Accountable Officers and Clinical Chairs as well as all health providers.

Improvement Board (IB) was established in December 2014 in response to the inadequate rating received by Ofsted in relation to the Inspection of Services for Children in Need of Help and Protection, Children Looked After and Care Leavers. The Improvement Board comprises of Surrey County Council Members (including the leaders of the opposition groups), the Cabinet Member for Schools, Skills and Educational Achievement, the Cabinet Member for Children and Families Wellbeing, representatives from partner organisations including public health and the police, representatives from the primary, secondary and special schools and a Department for Education advisor. It monitors performance against the Children’s Improvement Plan, making recommendations as appropriate and driving its continued development. It also ensures member and partner oversight and challenge for the SEND action plan in response to inspection findings.

Sustainability Review Board (SRB) to include three cross party Members, the Strategic Director for Adult Social Care and Public Health, the Deputy Chief Executive and the Director of Finance. The Board focused on identifying permanent service reductions to help inform the council’s longer term financial strategy and reported back to Cabinet its recommendations on 28 March 2017.

Police & Crime Panel (P&CP) is a joint committee hosted by Surrey County Council, and consists of one elected councillor from each of Surrey’s twelve local authorities and two co-opted independent members. The role of the Panel will be to examine the actions and decisions of Surrey’s Police and Crime Commissioner and to make sure information is available for the public so that they can hold their Commissioner to account.

People Review -People, Performance and Development Committee Chair – David Hodge CBE

I am pleased to present the Council's leadership remuneration report for 2016-17. This report combines the senior officer's remuneration and the members' allowances.

The People, Performance and Development Committee's remit includes policies on employee pay & conditions, arrangements for consultation with unions, resolving disputes and promoting development and training. The committee is also responsible for appointing and dismissing chief officers. The council's constitution sets out the terms of reference for the committee, specifying their remit in greater detail.

Pay & Reward Strategy review

The committee led a substantial review of our pay and reward strategy. The review was designed to enable a strategic shift in the way the Council attracts, develops and rewards employees in a challenging employment market. A core driver was to establish a pay and reward package to support a flexible workforce that can respond to the changing needs and expectations of residents without incurring the additional costs of premiums for flexible working and providing fair rewards for employees.

Following consultation with over 6,500 contributors across 340 feedback sessions and direct meetings with more than 3,000 employees, the council agreed a pay and reward package that will help the council to be high-performing and deliver its promises to residents to the highest standards. It enables the Council to be competitive when recruiting and retaining the right employees that we can develop and provide support with their careers effectively.

The committee worked closely with UNISON and GmB across the strategy review with a shared aim of reaching a collective agreement which was achieved in July 2016.

Other highlights of the committees work during the year have included agreeing improvements to employment policies, including pension's policies. These include the Code of Conduct, Gifts and Hospitality and Short Term Resourcing needs policies to aid understanding, transparency and value for money. As part of their role to champion progression of employees, the committee has supported plans to re-focus the High Performance Development Programme to continue the journey towards service excellence and the positive difference this investment has made in developing a culture shift.

For three years the employment costs have reduced through operating new models of delivery, and embedding continual Improvement culture and sustainable savings programmes.

	2017/18 Estimate	2016/17 Actual	2015/16 Actual	2014/15 Actual	2013/14 Actual
Staffing cost (incl Schools)	£591m	£608m	£688m	£701m	£730m
Surrey Contracted FTEs (excl Schools)		6,448	7,308	7,267	7,357
Estimate of Surrey Staffing (excl schools) required if all post were filled FTEs	7,039	7,129	7,935	8,057	8,015

Health, Safety & Welfare

The Council values the health, safety and welfare of its employees and believes that the promotion of health and safety is a benefit to everyone affected by the Council's undertakings, including service users, contractors and members of the community.

Good progress has been made in evidencing and meeting these requirements, through delivery of the 2016/17 Health and Safety Action Plan, which have improved our focus on prevention and protection from harm. Examples of projects delivered include a Health Surveillance programme for work areas and roles more at risk from noise, vibration and blood borne diseases. New health protection measures including hearing tests, a vibration questionnaire screening, night worker assessments and Hepatitis B vaccinations were introduced as part of our new Occupational Health service.

Senior Officers remuneration

Remuneration includes salary/ wages, expenses, allowances and benefits (chargeable to UK income tax), compensation for loss of office and employer pension contributions even though these are excluded from the general definition of remuneration.

Position in numerical order	2016/17 £	2015/16 £
Chief Executive Officer	235,008	220,295
Deputy Chief Executive and Strategic Director - Children, Schools & Families *	157,934	154,753
Strategic Director - Environment & Infrastructure	136,649	144,883
Strategic Director - Customer & Communities **	133,806	130,838
Strategic Director – Adult Social Care & Public Health ***	133,796	108,488
Chief Fire Officer	122,648	122,498
Director of Finance	119,372	118,335
Director of Legal & Democratic Services and Cultural Services ****	112,990	106,400
Strategic Director - Adult Social Care *****		97,426
Assistant Chief Executive Officer *****		59,543
Strategic Director - Children, Schools & Families *****		48,750
Total remuneration for senior officers	1,152,204	1,312,209
% of total employment costs	0.2%	0.2%

*In July 2015, the post moved from Strategic Director – Business Services

** Position is full time but 80% is seconded to Mole Valley District Council

*** In December 2015, the position title changed from Director of Public Health

**** In January 2016, the position title changed from Director of Legal & Democratic Services

***** In July 2015, Strategic Director - Children, Schools & Families left his post; in December 2015 Strategic Director - Adult Social Care retired, and in September 2016 left her post.

Officers pay index and multiplier

The minimum Surrey Pay rate paid on grade S1/2 is currently set at £8.25 per hour as at 1 April 2016, this compares with the statutory National Living Wage of £7.50 for over 25 year olds and the “UK Living Wage”, of £8.45 per hour, which is advocated by the Living Wage Foundation.

Based on existing salaries as at April 2016 it is estimated that the council will have the following ratios, between the lowest and highest paid staff on Surrey Pay, for the 2016/17 financial year.

	Amount per annum £'s	Ratio to the highest salary
Highest Basic Salary	232,683	n/a
Median Basic Salary	25,328	9.19:1
Lowest Basic Salary	15,487	15.02:1

Members’ allowances and expenses

Members receive an allowance rather than a salary for services carried out by them on behalf of the Council. Members spend significant time on council business outside of formal committee meeting. This includes constituency business, parish council and resident groups, meetings with: other public agencies and partners and charity and community groups.

Summary Member allowances and travel & subsistence expenses

	Allowances		Travel & Subsistence expenses	
	2016/17	2015/16	2016/17	2015/16
	£	£	£	£
Current members	1,572,987	1,583,910	79,929	41,750
Stood Down members and Independent Remuneration Panel	4,648	19,208	308	0
Employer NI & pension contributions	281,757	280,880		
Total actual expenditure	1,859,391	1,883,998	80,237	41,750

In May 2014, Surrey County Council approved a Members’ Allowances Scheme for the period from 1 April 2014 to 4 May 2017. In making the Scheme it has complied with the duty to have regard to the recommendations of an independent remuneration panel.

When the current scheme was approved, it was agreed that it would be adjusted annually in accordance with the Consumer Price Index (CPI). Changes have been made to the Basic Allowance (paid to all Members) and Special Responsibility Allowances (paid to Members holding posts which have significant additional responsibility) to reflect the 0.3% rise in the CPI in the year to 1 April 2016. The following table sets out the previous levels of the allowances and the new allowances for 2016/2017:

Annual allowances	Allowance 2016/2017 (0.3% CPI increase from 1/4/16)
Basic Allowance	£12,443
Special responsibility allowances drawn down by:	
Leader of the Council*	£35,619
Deputy Leader*	£30,394
Cabinet Member	£22,545
Cabinet Associate	£12,525
Scrutiny Board Chairmen	£10,020
Planning & Regulatory Committee Chairman and Council Overview Board Chairman	£12,024
Audit & Governance Chairman	£9,018
Lead Member for Scrutiny of the Police & Crime Commissioner	£8,016
Local Committee Chairmen	£8,016
Pension Fund Board Chairman	£8,016
Pension Fund Board Vice-Chairman	£1,503
Committee/Board Vice-Chairmen	£1,503
Opposition Group Leader*	£5,010
Officers of Political Groups (per member of the group)	£170
Members of the Adoption and Fostering Panels	£1,002
Chairman of Council	£18,036
Vice-Chairman of Council	£8,016

* The Leader and Deputy Leader have declined the published allowance of £43,086 and £31,314 and receive the Independent Panel recommended allowance. The eligible opposition group leaders have both declined their allowance £5,010.

Environmental Sustainability Review

The review is waiting for confirmation of environment usage figures. These figures are required for a central government report and are unavailable until nearer the end of July.

This review will be tabled later

Equalities and Fairness Strategy and Progress Review

The Council is committed to delivering fair and inclusive services to meet the needs of all communities in Surrey. This ensures that our services adapt to meet the needs of people with protected characteristics under the Equality Act 2010. These are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Marriage and civil partnership

Carers are also protected under the Act from discrimination by association.

There are specific duties the Council has to comply with under the Act:

- Set equality objectives for the organisation. We publish an [Equality, Fairness and Respect Strategy](#) with four priorities that captures the Council's commitment to providing fair and inclusive services, promoting equality of opportunity and tackling discrimination.
- Publish information about our staff and community. We publish information on our communities through Surrey-i (www.surreyi.gov.uk) and a profile of our workforce on the Council's website (<https://www.surreycc.gov.uk/your-council/equality-and-diversity/workforce-profile>).

Making sure our decisions are fair

The Council assesses all policy changes for impacts on protected characteristic groups. Council officers complete Equality Impact Assessments to identify where groups might be disproportionately impacted by a change. This enables Elected Members to consider these when making decisions and ensures any negative impacts are mitigated where possible.

The Procurement Service ensures that all our contracted services meet the same equality standards as services provided directly by the Council.

Engaging with our communities

The Council engages regularly with the Surrey Equality Group, which is a forum made up of representatives for people with protected characteristics. They provide feedback on services and work with the Council to ensure its members are reached. The group met twice in 2016-17 to consider issues such as accessible information for adult social care and Child and Adolescent Mental Health Services.

Progress in 2016-17

The Equality, Fairness and Respect Strategy contains four objectives that we focus on to improve the inclusiveness of our services. Below are some highlights from the 2016/17 financial year:

Ensure Surrey's children, adults and families are supported and helped to lead more independent lives

Safe Havens for adults in mental health crisis - Five mental health Safe Havens were piloted across Surrey in 2016-17. These are community locations that provide welcoming spaces for people with mental health issues to visit, based in Camberley, Epsom, Guildford, Redhill and Woking. An evaluation found that they had been visited over 12,000 times and 98% of visitors were very or fairly satisfied with their experience. The Safe Havens have also provided an alternative service that reduces pressures on Accident and Emergency and police services. Visitors said they valued them as places of safety and were able to socialise with peers to share their experiences and swap tips for managing their conditions.

Universal information and advice service - Under the Care Act 2014, the Council is required to provide a universal information and advice service to all residents covering what care and support services are available and how to access them. Through a new information and advice strategy, the Council is working to improve the information and advice available to residents such as through increased use of social media to promote services and working with Clinical Commissioning Groups to review and improve the offer for local people.

Extra Care accommodation - Extra Care housing is accommodation for older people that can offer a choice of independent living in a community setting with care and support services delivered according to individual need. It increases the chances of people avoiding moving to more institutionalised forms of accommodation. In December 2016 the Cabinet agreed to offer Council assets to the market to stimulate development. At least a quarter of residents in residential care could be supported in an Extra Care setting, and this move can offer more choice to residents. The vision is to deliver 600 Extra Care apartments by 2025.

Multi-agency safeguarding hub (MASH) - The MASH is a single point of contact for any safeguarding concerns for adults and children in Surrey. Since it opened in October 2016, it has dealt with, on average, 6,000 contacts per month, and it has been instrumental in increasing Early Help referrals so that the needs of children and families can be identified and supported before they escalate.

Reducing offending among Looked After Children - The Council is committed to a restorative justice approach where offenders are able to make amends to their victims instead of being subject to a criminal justice approach. For the seventh year in a row, the number of Looked After Children coming to the attention of the criminal justice system has fallen. In 2016, 3.2% of all Looked After Children offended, significantly down from 9.7% in 2011.

Unaccompanied Asylum Seeking Children - In 2016, there were 153 Unaccompanied Asylum Seeking Children looked after by the Council. This is a 23% increase on those looked after in 2015 (124). The Corporate Parenting Board has developed a Welcome Centre at the Guildford YMCA so children that spontaneously arrive in Surrey receive support. Plans are also underway for a reception centre where large numbers of children can be accommodated for a maximum two-night stay.

Transforming services for children and young people with special educational needs and disabilities (SEND) - In 2016, the Council launched a major change programme to transform services for children and young people with SEND. This was in response to legislative changes and feedback from families who said the system was not working as well as it could have been. The programme has made good progress towards improving SEND support including introducing a new in-house Speech and Language therapy service for school-age children and a rights and participation team to champion the voice of children and young people with SEND. This will continue to be a Council priority in 2017/18 as we increase the pace and scale of improvement required following the outcome of the Ofsted inspection in October 2016.

Support all children and young people to participate and succeed in education, training and employment

Reducing numbers of children and young people not in education, employment or training - By the end of the 2016-17 financial year, the percentage of 16-17 year olds not in education, training or employment was 1.4%, exceeding the target of 2% set at the start of the year. Over the past four years, more than 2,000 young people have been helped to get on the career ladder through apprenticeships.

Increasing the number of care leavers in education, training and employment - Care leavers historically have had worse outcomes than those that do not have a care history, but there are encouraging trends in Surrey. The proportion of care leavers in education, training and employment has increased from 54.9% in 2015 to 60.1% in 2016. 32 care leavers are currently at university.

SEND Enterprise programme - A programme was commissioned with the aim to employ or place as many young people with SEND as possible into employment or supported internships. Supported internships are a structured study programme delivered by a school, local college or training provider, which include a six-month unpaid work placement. They equip young people with SEND with the skills they need to achieve sustainable, paid employment. Since the programme started, nine internship programmes have been established.

Support preventative actions to reduce health inequalities and increase wellbeing for our communities

Smoking prevalence - The proportion of people in Surrey that smoke is 14%, which is lower than the England average of 16.9%. The Public Health service achieved its targets for smoking quit dates among priority groups for this year, such as Black and Minority Ethnic groups, pregnant women, clients with mental health issues and clients based in acute settings. Prevalence among young people is low as well, with 6.8% of those aged 15 being smokers compared to the national average of 8%.

Start4Life breastfeeding campaign - In spite of almost three quarters of mothers start breastfeeding, this falls to 44% of those still breastfeeding after six to eight weeks. A new campaign 'Start4Life' is designed to encourage breastfeeding and dispel misconceptions and concerns mothers have about it. A service is available through Facebook messenger that provides support and advice to mothers to help them sustain breastfeeding with their babies.

Helping people with dementia get more active - The Get Active 50+ campaign, designed to inspire older people to do more physical activity, has seen 1,769 people take part in its first year of operation. People are able to participate in sports and physical activities including walking, football and bowls. Providers have received dementia awareness training to ensure people with dementia are well-supported and more able to take part.

Homeless health needs audit - In 2016 the eleven borough and district councils in Surrey committed to leading on a county wide Homeless Health Needs Audit (HHNA) to help develop the evidence base and help inform the improvement of the health offer to homeless people.

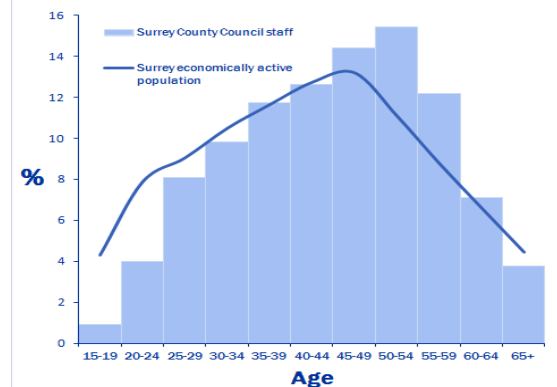
With district and boroughs and other local homeless organisations, there was a great level of engagement and support with 329 fully completed responses from a range of people including street homeless and those in hostel and supported accommodation. This data was used to produce the first HHNA report for Surrey highlighting potential opportunities for developing how homeless persons are supported locally. The report can be downloaded from the Housing section of 'Surreyi' and can be used by local organisations to inform what could be done locally.

Be a local employer of first choice for people from all our diverse communities, particularly for disabled and younger people

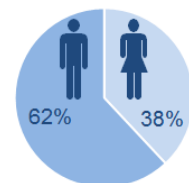
The Council performs well in the attraction and retention of women employees, with family friendly policies, benefits and good training and development. Almost three-quarters of the Council's employees are women. Work is progressing towards the workforce reflecting our local population, in particular focussing on disabled and younger people. There is a programme of activity and community engagement underway to improve and make further progress.

The Council has a popular workplace wellbeing offer, including flexible working, a Benefits programme, volunteering, a new Occupational Health and Employee Assistance Programmes and in-house health initiatives.

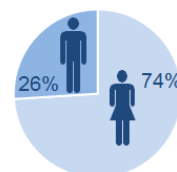
There are 6,448 Full Time Equivalent Staff at Surrey at the end of March 2017 and 81 members.



SCC Members



SCC Staff



Our Finances

This section – features the Director of Finance’s review of the year, the summarised risk register and financial statements

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 - Movement in reserves64

There are three other downloadable sections that provide further details:

Our highlights – reviews the 2016/17 year from the Leader and Chief Executive, a brief overview of our remit in local government and outlines our current strategy for this reporting year

Our performance – highlights our achievements over the reporting year, results from the resident surveys and summary of the complaints and compliments

Our governance and structure - outlines our governance and structure, reports back on our people, and fairness and equalities strategies and highlights our progress in environmental sustainability

Director of Finance review - Sheila Little



Sheila is Director of Finance with responsibility to ensure the council has proper financial management and control systems in place and she is a member of the senior leadership team of the council. As Director of Finance, Sheila has the power under Section 151 of the Local Government Act 1972 to act independently of the council if she has any concerns about safeguarding public finances.

As well as the statutory finance role as Director of Finance for the Council, Sheila is the strategic advisor to the Surrey Pension Fund committee and provides strategic leadership for risk, insurance and governance across the authority. Sheila is also Director of Finance for Orbis, the council's partnership with East Sussex County Council and Brighton and Hove City Council for delivery of business services.

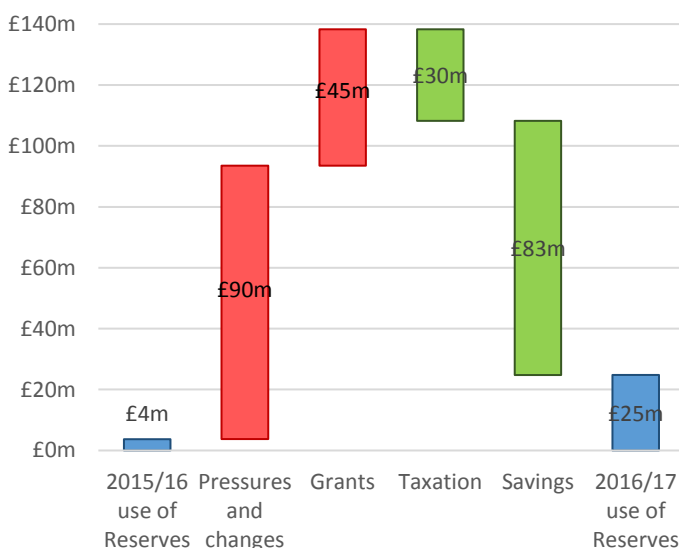
As you may be aware, this has been a challenging time for the Council to set a balanced and sustainable budget. In my financial review for 2016/17, I focus on three key areas:

- Challenge of sustainable service spending
- Maintaining an the appropriate and sustainable level of earmarked reserves
- Making the most with the assets the council has.

Challenge of sustainable service spending

Every February before the financial year commences, we set the budget in line with the council's multi-year approach to financial management. This approach aims to smooth resource fluctuations over several years. This can be found in the Medium Term Financial Plan 2016-21.

2016/17 Revenue Budget



In moving from 2015/16 to 2016/17 revenue budget, we absorbed £90m of service pressure, and £45m of grant reductions or losses. This was offset by raising funds from Council tax (£29m) as well as retaining Business Rates of £1m.

In the past, we have achieved savings of around £65m on average for each of the last six years. However for 2016/17, a target of £83m was required. The Council planned to use £25m of reserves to balance the 2016/17 budget.

The key service pressures faced by the council are:

- number of elderly people in our county set to increase by 20,000 by 2020. The cost of providing adult social care services is increasing by £20m every year; and
- requirement to provide more than 11,000 extra school places over the next five years - despite funding for this falling short by around £30m every year.

We had correctly anticipated that our grant from central government would be cut over four years and that we would have to do more for less. However, in late 2015 the government announced that £50m would be cut from Surrey’s central government grant in a single year, nearly double the amount previously indicated, and this presented the council with enormous challenges to balance the budget for 2016/17.

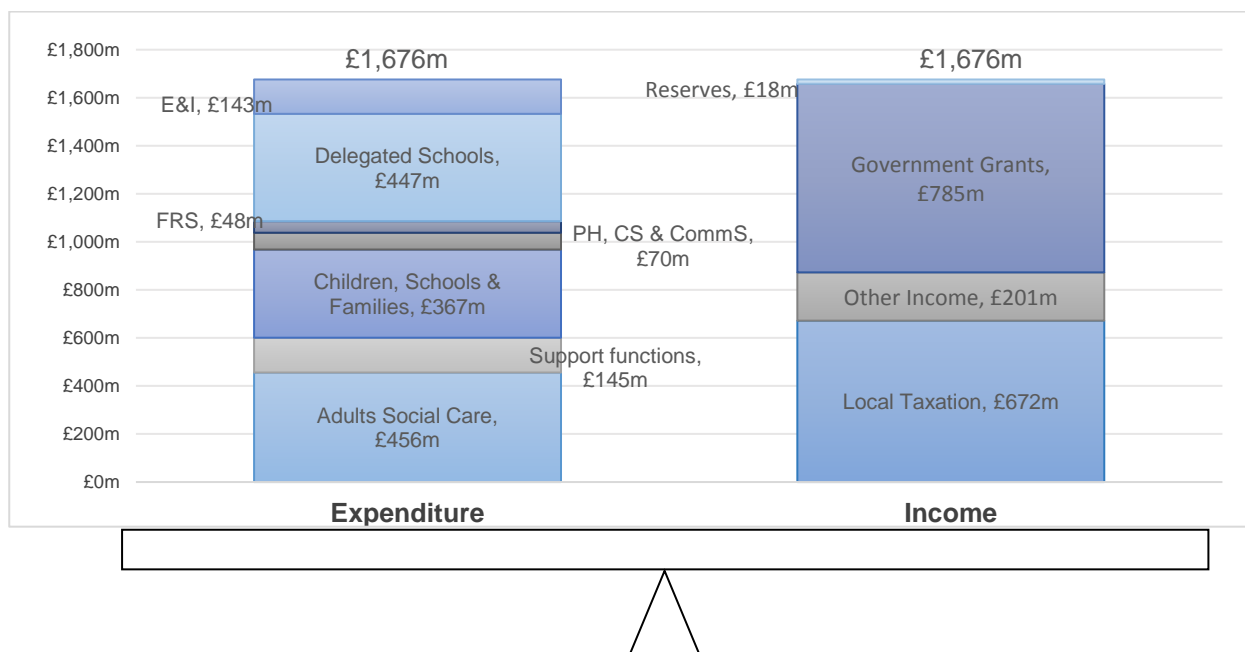
To have a sustainable budget in the future, the 2016/17 budget was set on the basis that the savings target was delivered and, a transformation review identified further considerable base budget reductions as soon as manageable.

2016/17 Final Financial Results

Our regular budget monitoring is reported to elected members and council officers within four weeks of each month end. This enables members and officers to take necessary actions promptly to meet any further challenges.

Below is our 2016/17 income and expenditure. Our most significant income sources are shown and our expenditure shown by area of spend.

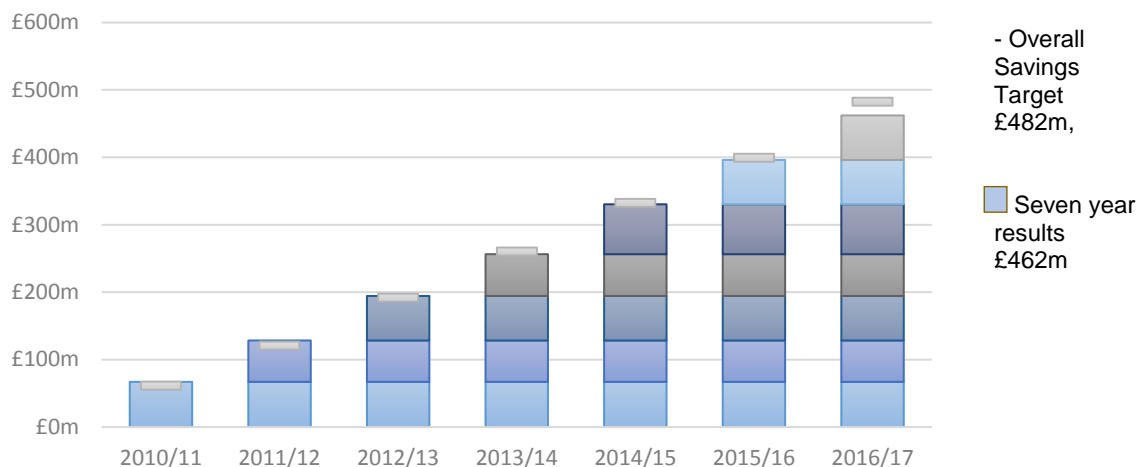
Balancing the 2016/17 revenue council’s budget



Note: E&I – Environment & Infrastructure, FRS – Surrey Fire & Rescue Service, PH, CS & CommS – Public Health Cultural services and Community Support

As part of monitoring the 2016/17 budget, we tracked and monitored our savings target of £83m. The council had an objective; “To deliver the savings set out in the Medium Term Financial Plan” as a part of the Resident experience goal in the Corporate Strategy. At the end of March, the council delivered £66m of savings. Whilst this in line with the average savings achieved in the previous years, it was £17m below the target.

To put this year's delivery in context with the overall savings programme for the last seven years, the council had a target of £482m and achieved £462m.



The council started the year planning to use £25m of reserves to support the revenue budget. By the end of the year, £18m were needed, despite the increasing demand pressures and challenging savings to be delivered. This was achieved through a tight grip on spending and taking short term actions to manage spending within resources.

The ongoing and increasing need for residents to access the council's services and severe reductions in funding highlight the challenges to have a sustainable budget.

Cabinet received the final 2016/17 outturn report on 27 April 2017, which included further details of savings delivered and the final revenue and capital spending against budget.

Looking forward to 2017/18 and beyond

Strategically the financial and economic context facing the council remains similar to recent years, that is: austerity is set to continue, significant reduction in central Government funding will continue at the same time as increasing demographic changes increase the need for core council services - adult and children's social care in particular.

In October 2016 this council decided not to accept the Government's four year offer (covering 2016/17 to 2019/20) as it included the requirement for this council to pay the government £17m of local taxpayers' money in 2019/20. One implication of this was the risk of further grant loss if Government needed to find more fiscal reductions in future years. Although Government have not done this for 2017/18, there remains a risk that this could occur in the remaining two years of the four year offer (2018/19 and 2019/20). This increases the level of uncertainty.

With the increased budgetary pressures the Council faces and the increasing difficulty in identifying long term service reductions, the Cabinet agreed in January 2017 to set up a task and finish Sustainability Review Board to include three cross party Members, the Strategic Director for Adult Social Care and Public Health, the Deputy Chief Executive and the Director of Finance. The Board focused on identifying permanent service reductions to help inform the council's longer term financial strategy and reported back to Cabinet its recommendations on 28 March 2017. Services are now focused on delivering those reductions.

The trends of increasing demographic need for services, alongside declining funding, require us to continue to focus on the sustainability of our resources. The level of savings required to produce a balanced budget in 2017/18 and beyond are significant and higher than ever before. There will be an enhanced focus on tracking the delivery of the necessary reductions identified, to avoid the depletion of levels of reserves below minimum acceptable levels.

In addition, the Council will continue to raise awareness nationally of the growing needs for its core services and the challenges posed by this and the current Government funding reductions.

Nationally, there is uncertainty about the direction of national policy following the General Election in June 2017 and although the government have stated that they wish local government to become more financially self-reliant, the recent Queen's Speech did not set out specific plans for this.

Maintain the appropriate and sustainability of earmarked reserves

In addition to meeting on-going need for services and funding pressures, the council ensures it is prepared for emergencies, such as severe weather and flooding. In previous years, the council consciously increased reserves and is now utilising these to deliver a balanced budget as the council moves towards a more sustainable financial position.

The council maintained £21m in general balances throughout 2015/16.

	2012/13	2013/14	Actual			Estimate
			2014/15	2015/16	2016/17	2017/18
General fund balance	32	21	21	21	21	21
Earmarked reserves	108	128	107	99	79	65
School balances and revenue grants unapplied reserves	73	72	67	72	61	61
Capital receipts reserves and Capital grants and contribution unapplied	76	56	72	125	180	180
Usable reserves	289	277	268	317	341	327
Unusable reserves	-328	-376	-467	-235	-619	-619
Net reserves	-39	-99	-199	82	-278	-292

Make the most with the assets we have - Capital

Creating public value by improving outcomes for Surrey's residents is a key element of Surrey County Council's corporate vision and it is at the heart of its £638m capital programme in the MTFP 2016-21. The capital expenditure budget for 2016/17 was initially set at £194m plus £13m of carry forwards from 2015/16.

The table below shows that during the 2016/17 financial year, the council has invested and delivered significantly, especially on highways infrastructure and school places. Over the year the budget was revised to £147m, primarily due to various building projects being reprofiled to later years in the MTFP, including £34m related to Schools Basic Need.

In addition, the council has continued its programme of investment in revenue generating assets that will improve its self-sufficiency and reduce reliance on government funding over the longer

term. During 2016/17 the council invested a further £131m under the approved investment strategy.

Capital expenditure as at 31 March 2017 by significant area of spend

	Revised full year budget	Actual	Full year variance	Revised carry forwards	Full year variance
	£m	£m	£m	£m	£m
School Basic Need (extra school places)	33	33	0	0	0
Highways recurring programme	48	47	-1	1	0
Property & IT recurring programme	31	25	-6	6	0
Other capital projects	35	21	-14	10	-4
Total service programme	147	126	-21	17	-4
Long term investment assets	0	131	131		131
Total overall	147	257	110	17	127

The long term investment assets (£131m) includes equity investment and loans (£134m) to the Halsey Garton Property group, development of the former Thales site in Crawley and a capital receipt (-£12m, in the Income & expenditure statement) . from the sale of an office asset in the portfolio. There was also £9m of investment properties).

The council has several investment properties purchased for future service needs which are currently being leased to private tenants, producing rental income. As the properties were solely being used to generate income at the 31 March 2017, under the code of practice they are classed as investment properties within the balance sheet. During 2016/17 the value of the investment property portfolio decreased by £9m to £54m.

Make the most with the assets we have – Subsidiaries and Property investments

Another way of generating more income and maximising our investment in Surrey is through three local authority trading subsidiaries:

- **S.E. Business Services Ltd** - set up for the provision of business services and was incorporated in 2013.
- **Surrey Choices Ltd** - set up for the delivery of day services and community support options for people with disabilities and older people. The company was incorporated in 2014.
- **Halsey Garton Ltd** - to make property investments. It is a holding company and has three subsidiaries; Halsey Garton Investments Ltd, Halsey Garton Developments Ltd and Halsey Garton Residential Ltd.
- All operating trading companies' results are incorporated within our statement of accounts.

Pension Fund

Finally, I would like to comment about the effect of the pensions funds movements has had on our balance sheet position. Included within our balance sheet is Surrey County Council's elements of the four pension funds.

<u>Extract balance sheet as at 31 March 2017</u>	As at 31.03.16 £m	Movement £m	As at 31.03.17 £m
Funded by:			-
Usable reserves (e.g.: general balances, earmarked reserves)	-317	24	-341
Unusable reserves (e.g.: capital financing & revaluation reserves)	-1,016	-75	-941
	-1,333	-51	-1,282
Unusable reserves (e.g.: pension reserves)	1,251	-309	1,560
Net reserves	-82	-360	278

The council contributes to four pension schemes on behalf of current employees (the Local Government Pension Scheme (LGPS), the Department of Communities and Local Government (DCLG) Fire fighters' pension scheme, the Teachers' Pension Scheme, and the NHS pension scheme). There are deficits on both the LGPS and Fire fighters' pension schemes. The LGPS actuary and the DCLG have revised their underlying actuarial assumptions regarding pension increase rates, salary increase rates and other variables (discount rate). These assumption changes result in a reduction in the pension liability valuation. The liability does not need to be met within the next year but over the working lifetime of the scheme members. The council is making appropriate lump sum payments to the pension fund in addition to the on-going contributions related to current employees. Further details of this reduction can be found within the *Statement of Accounts Note 39* and our payments in the Medium Term Financial Plan 2016-21 Central Income and Expenditure.

So to finish 2016/17 review:

- Services have sought to minimise spend as part of a necessary strategy to manage revenue spending and reduce the call on reserves,
- the council's long term planning in a period of austerity considers the serious financial challenges the council faces to achieve a longer-term sustainable budget, and
- the resources we have are being fully utilised through maximising tangible and intangible assets to support managing an efficient and balanced revenue budget

If you would like to keep track of our progress regarding these challenges and how we are planning for the next budget period, this will be reported through the formal cabinet process. We work and engage with the elective member at Cabinet and at select committees. The information will be in the coming month's Cabinet and select committees papers.

How we manage our principal strategic risks

The principal strategic risks are contained on the Leadership risk register. The register is owned by the Chief Executive and shows the council's key strategic risks and opportunities. It is reviewed by the Statutory Responsibility Network on a monthly basis and also by the Strategic Risk Forum (chaired by the Director of Finance). Formally, the risk register is regularly reviewed by Audit & Governance Committee (every meeting) and Cabinet (quarterly).

The principal strategic risks are shown below in risk level order.

Principal strategic risk (linked to corporate goals)	Key controls		
Wellbeing	Economic Prosperity	Resident experience	
<p>Financial outlook</p> <p>Further reductions in funding, due to constraints in the ability to raise local funding and/or distribution of funding, results in significant adverse long term consequences for sustainability and service reductions leading to significant implications for residents</p>	<ul style="list-style-type: none"> • Structured approach to ensuring Government understands the council's Council Tax strategy and unsustainable impact on current funding mechanism • Targeted focus with Government to secure a greater share of funding for specific need led pressures (in particular Adult Social Care) • Proactive engagement with Government departments to influence Government policy changes • Continued horizon scanning of the financial implications of existing and future Government policy changes • New Members induction programme to facilitate informed decision making 		
<p>Safeguarding - Children's Services</p> <p>Avoidable failure in Children's Services, through action or inaction, including child sexual exploitation, leads to serious harm, death or a major impact on well being</p>	<ul style="list-style-type: none"> • Working within the set frameworks ensures policies and procedures are up to date and based on good practice • The Multi-Agency Safeguarding Hub is facilitating the sharing of good practice • The Children's Services Improvement Plan is being delivered to strengthen service and whole system capability and capacity. • Senior manager roles and responsibilities have been reshaped to strengthen leadership and governance. 		
<p>Safeguarding - Adult Social Care</p> <p>Avoidable failure in Adult Social Care, through action or inaction, leads to serious harm, death or a major impact on wellbeing</p>	<ul style="list-style-type: none"> • Working within the set frameworks ensures policies and procedures are up to date and based on good practice • The Multi-Agency Safeguarding Hub is facilitating the sharing of good practice • Locality safeguarding advisor assures quality control <ul style="list-style-type: none"> • Strong leadership, including close involvement by Cabinet Members in safeguarding functions 		
<p>Strategic Infrastructure</p> <p>Failure to achieve a coherent response to the strategic infrastructure challenges facing the county leaves the council at risk of infrastructure failing to be adequately provided</p>	<ul style="list-style-type: none"> • The Council is fully involved in the establishment of a shadow Sub National Transport Body to support the delivery of major strategic transport infrastructure. • Programme office and workstream sponsors and leads agreed with roles and responsibilities defined. • Regular meetings of local authority Leaders and Chief Executives. • Regular engagement with central government at both political and official level. Negotiation with Government underway – Heads of Terms sent to officials as basis for negotiations. 		

Principal strategic risk

(linked to corporate goals)

Wellbeing

Key controls

Economic Prosperity

Resident experience

Medium Term Financial Plan (MTFP) 2017-20

Failure to achieve the MTFP, which could be a result of:

- Not achieving savings
- Additional service demand and/or
- Over optimistic funding levels

as a consequence, lowers the council's financial resilience and could lead to adverse long term consequences for services if Members fail to take necessary decisions

- Weekly review of the in year financial position at Chief Executives Direct Reports meeting and strong focus on development of plans for delivery of service efficiencies and reductions
- Budget planning discussions held with Cabinet and Scrutiny Committees.
- Early conversations are undertaken with all relevant stakeholders to ensure consultations about service changes are effective and completed in a timely manner
- Cross service networking and timely escalation of issues to ensure lawfulness and good governance
- Increased challenge and rigour on cost control
- Chief Executive's Direct Reports meeting agreement to focus capacity on three key priorities – information management in CSF, health and social care integration and assets.
- New Members induction programme in place (May to July) to introduce them to the council and thereby facilitate informed decision making.

New ways of working

Failure to work effectively as part of a multi-agency system leads to severe service disruption and reputational damage.

- Shared and aligned strategies to ensure no unintended consequences
- Robust governance arrangements (eg. Inter Authority Agreements, Better Care Board, Health and Wellbeing Board, financial governance framework) in place with early warning mechanisms
- Regular monitoring of progress and risks against transformation programmes within each transformation board
- Continuous focus on building and maintaining strong relationships with partners through regular formal and informal dialogue
- Close liaison and communication with customers

Organisational resilience

Failure to plan for and/or respond effectively to a significant event and or strains on workforce capacity or resilience, results in severe and prolonged service disruption and loss of trust in the organisation.

- Developing an employment framework supports flexibility in service delivery and organisational resilience
- Robust governance framework (including codes of conduct, IT cyber resilience and information assurance policies, health and safety policies, complaints tracking)
- Information Governance Board monitors requirements and changes and reviews information governance risks
- External risks regularly assessed through the Local Resilience Forum and reviewed by the Statutory Responsibilities Network
- Active learning by senior leaders from external experiences / incidents informs continual improvement within the council
- Close working between key services and the Emergency Management Team to proactively update and communicate business continuity plans and share learning
- Shaping Leaders and High Performance Development Programme

Principal strategic risk

(linked to corporate goals)

Wellbeing

Key controls

Economic Prosperity

Resident experience

Senior leadership succession planning

A significant number of senior leaders leave the organisation within a short space of time and cannot be replaced effectively resulting in a reduction in the ability to deliver services to the level required.

- Enhance distributed leadership by focus on organisational goals and scorecard for organisational performance.
- Workforce planning linked to business continuity plans.
- Senior leadership appraisal process incorporates feedback (shaping leaders) and succession planning into appraisal process.

Summary of Statement of Accounts 2016-17

Presented here is an overview of financial information for the council for the year ended 31 March 2017.

Full financial information can be found in the audited Statement of Accounts for 2016-17.

The main elements of the Statement of Accounts and explanatory notes of that have been used are:

- Movement in reserves statement
- Comprehensive income & expenditure statement
- Balance sheet
- Cashflow statement
- Selected notes to the accounts
 - Note a - Details of the net movements
 - Note b – Earmarked usable reserves
 - Note c – Unusable reserves

Income and expenditure statement (IES)

This statement shows the true economic accounting cost in year of providing services in accordance with generally accepted accounting practices rather than the amount funded from taxation. The deficit on the provision of services for 2016/17 was £152m (-£130m 2015/16). This represents the accounting deficit on the provision of services in accordance with International Financial Reporting Standards (IFRS), not a deficit in relation to what has been spent over the funding raised. The main reasons for the overall deficit are: the writing off of -£113m of assets in relation to schools which have transferred to academy status, and -£33m adjustment for the current service cost of pensions required under International Accounting Standard 19 compared to actual employer pension contributions paid.

Summarised income & expenditure statement	2016/17	2015/16
	£m	£m
<u>Income:</u>		
Income from local taxation (council tax)	672	645
Schools & other general and specific grants	785	887
Fees, charges & other service income	201	189
Total income	1,658	1,721
<u>Net directorate revenue expenditure:</u>		
Staffing	-643	-688
Non staffing	-1033	-1,029
Total net directorate revenue expenditure	-1,676	-1,717
Outturn deficit	-18	4
<u>Other expenditure:</u>		
Adjustments between accounting basis and funding basis under regulations (e.g. depreciation, revaluation losses, gain on disposal of assets, transfer of academies) (further explanation in the Statement of Accounts Note 23)	-134	-134
	-134	-134
Total expenditure	-1,810	-1,851
Gross deficit before accounting adjustments	-152	-130
<u>Accounting adjustments:</u>		
Deficit on revaluation of non-current assets (e.g.: buildings)	68	111
Actuarial losses on pension assets / liabilities	-276	300
Net surplus / - deficit on income and expenditure statement	-360	282

Balance sheet as at 31 March 2017

This statement shows the value of the assets and liabilities recognised by the council as at 31 March. The balance sheet of the council shows a net liability of -£278m, which is matched by reserves (as set out in the movement in reserves statement). The pension fund deficit has reduced by £309m (£1,560 2016-17, £1,251m 2015-16) which is the main reason for the balance sheet movement.

The council contributes to four pension schemes on behalf of current employees (the Local Government Pension Scheme (LGPS), the Department of Communities and Local Government (DCLG) Fire fighters' pension scheme, the Teachers' Pension Scheme, and the NHS pension scheme). There are deficits on both the LGPS and Fire fighters' pension schemes. The LGPS actuary and the DCLG have revised their initial estimates due to investment yields and returns. The liability does not need to be met within the next year but over the working lifetime of the scheme members. The council is making appropriate lump sum payments to the pension fund in addition to the contributions related to current employees.

Balance sheet as at 31 March 2017

	As at 31.03.17 £m	As at 31.03.16 £m
Property, plant & equipment	1,752	1,793
Investment property	54	63
Heritage assets (historical collections and notable paintings)	1	1
Intangible assets (IT software & licences)	7	5
Long term investments	47	3
Long term debtors	124	29
Long term assets	1,986	1,894
Short term investments	0	65
Intangible assets (eg carbon reduction credits)	1	1
Assets held for sale	11	24
Inventories (e.g.: salt and grit store)	1	1
Short term debtors	145	152
Cash & cash equivalents	56	
Current assets	214	243
Cash & cash equivalents		-19
Short term borrowing	-141	-31
Short term creditors	-191	-182
Short term provisions (e.g.: redundancy provision)	-4	-3
Receipts in advance (capital and revenue)	-9	0
Other current liabilities (eg: PFI Lease, liabilities repayable within 12 months)	-13	-8
Current liabilities	-358	-243
Long term provisions (e.g.: insurance)	-25	-31
Long term borrowing (e.g.: capital loans to fund capital expenditure)	-398	-398
Other long term liabilities (e.g.: pension fund liabilities)	-1,560	-1,251
Other long term liabilities (e.g.: PFI and lease liabilities)	-136	-132
Long term liabilities	-2,119	-1,812
Net assets / - liabilities	-278	82
Funded by:		
Usable reserves (e.g.: general balances, earmarked reserves)	-341	-317
Unusable reserves (e.g.: pension reserves)	1,560	1,251
Unusable reserves (e.g.: capital financing & revaluation reserves)	-941	-1016
Net reserves	278	-82

Cashflow statement

This shows the changes in cash and cash equivalents during the financial year. The total decrease in cash and cash equivalents for the council during 2016/17 was £76m (2015/16 an decrease of -£36m) which is shown in the cash flow statement and note 17 Statement of Accounts (SoA). The statement shows how a council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities:

- Operating activities - the amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of a council are funded by way of taxation, grant income or from recipients of services provided by a council.
- Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the 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.

The reason for this increase was due to the council's banker removing the ability for the council to offset school balances to offset the balance on the council's general account. This meant the council had to increase cash balances to prevent the general account being overdrawn. More information on this can be on page 12 of the Statement of Accounts.

Cash flow statement for 31 March 2017

	2016-17	2015-16
	£m	£m
Net deficit (-) on the provision of services	-152	-130
Adjustments to net deficit on the provision of services for non-cash movements (e.g.: Depreciation)	269	226
Adjustments for items included in the net deficit on the provision of services that are investing and financing activities (e.g.: Revenue funded capital items)	22	24
Net cash flows from operating activities	139	120
Investing activities (e.g.: purchasing property, plant and equipment)	-165	-147
Financing activities (e.g.: Public Financing Initiative (PFI) payments)	102	-9
Net increase/ (-) decrease in cash & cash equivalents	76	-36
Cash and cash equivalents at the beginning of the reporting period	-20	16
Cash and cash equivalents at the end of the reporting period	56	-20

Movement in reserves

Movement in the reserves statement shows the movement during the 2016/17 financial year on the different reserves held by the council, analysed into usable reserves and unusable reserves.

Usable reserves are where money is set aside to fund future expenditure plans or reduce taxation whilst unusable reserves reflect the difference between the surplus or deficit made on the true economic cost of providing a council's services and the statutory amounts required to be charged to the general fund balance for council tax setting purposes (i.e. adjustments between accounting basis and funding basis under regulations).

The total decrease in the council's reserves during 2016/17 is -£360million (a decrease of £388m in unusable reserves, partially off-set by an increase of £24m in usable reserves).

The decrease in unusable reserves was primarily caused by an increase in the pension liability (£309m), a reduction in the Capital Adjustment Account (£139m), mainly caused by writing out of £113m of school assets in relation to schools that have transferred to academy status, off-set by growth in the revaluation reserve (£56m).

The increase in useable reserves was from an increase of £55m in the capital receipts and unapplied capital grants reserves off-set by a £31m reduction in revenue reserves, including £25m of revenue reserves which were approved to support the 2016/17 budget in the 2016-21 medium term financial plan.

Summarised movement in reserves as at 31 March 2017

	Balance 1 Apr 2016	Movement a	Balance 31 Mar 2017
	£m	£m	£m
General fund balance	-21	0	-21
Earmarked reserves	-99	20	-79
School balances and revenue grants unapplied reserves	-72	11	-61
General fund balance and Earmarked reserves (GFBER)	-192	31	-161
Capital receipts reserve (CRR)	-75	-28	-103
Capital grants and contributions unapplied (CGCU)	-50	-27	-77
Total usable reserves	-317	24	-341
Total unusable reserves (UR) (further details in note c)	235	-384	619
Net reserves	82	-360	-278

Note a: Details of the net movements:

The table below shows the council's usable reserves classified in accordance with CIPFA's accounting code of practice for International Financial Reporting Standards. These include in following broad categories;

- earmarked reserves - providing financing for future expenditure plans, commitments and possible liabilities;
- general fund balances – available balances to cushion the impact of uneven cash flow and a contingency for unexpected events;
- capital receipts - the balance of proceeds from the sale of assets not used in-year to fund new capital expenditure but set aside to fund future capital expenditure in accordance with the council's MTFP and asset management strategy;
- capital government grants unapplied – the balance of grants received from central government that have not been used in-year to fund new capital expenditure.

	GFBER £m	CRR £m	CGCU £m	UR £m
Gross deficit before accounting adjustment	152			
Other accounting adjustments				208
Total comprehensive income & expenditure	152			208
Adjustments between accounting basis and funding basis under regulations	-120	-28	-27	176
Increase/decrease in year	31	-28	-27	384

Note b: General Fund Balances and Earmarked usable reservesList of earmarked usable reserves and general fund balance

	Opening balance 1 Apr 2016 £m	Transfers from reserves £m	Transfers into reserves £m	Closing balance 31 March 2017 £m
Earmarked reserves				
Budget equalisation reserve	13	19	-6	26
Business rate appeal reserve	1			1
Child protection reserve	1		-1	0
Economic downturn reserve	9			9
Economic prosperity reserve	3			3
Eco park sinking fund	12		-7	5
Equipment replacement reserve	2	2	-3	1
General capital reserve	5	0	0	5
Insurance reserve	12	2	-6	8
Interest rate reserve	1			1
Investment and renewals reserve	9	2	-5	6
Pension stabilisation reserve	1		-1	0
Revolving Infrastructure fund	21		-10	11
Street Lighting PFI sinking fund	5		-1	4
Vehicle replacement reserve	4	0	-4	0
Total earmarked reserves	99	25	-75	79
Public Health unapplied grant	3		-3	0
Revenue grants unapplied reserve	18	13	-18	13
Schools balances	51	6	-9	48
School balances and revenue grants unapplied reserves	72	19	-31	61
General Fund balance	21			21
Total General Fund Balances and Earmarked reserves	192	44	-75	161

Note: Zero depicts entries that are less than £1m.

Notes on the earmarked reserves

Budget equalisation reserve: The Budget Equalisation Reserve was set up to support future years' revenue budgets from unapplied income and budget carry forwards. The balance includes £1.6m service budget carry forwards into 2017-18 and a further £11.8m which has been agreed to support the 2017/18 budget.

Business rate appeals reserve: As part of the localisation of business rates the council is liable to refund businesses for its share of business rates if it is determined that a business has been overcharged rates. This reserve will be used to fund any successful appeals.

Child protection reserve: This reserve is to provide funding for additional staffing costs as a result of the increase number of children subject to a child protection order. This reserve is to fund the costs until 2015-16, when the base budget will be increased to cover these costs.

Economic downturn reserve: This reserve is to allay the risks of erosion in the council's tax base due to the impact of the localisation of council tax benefit and a down turn in the economy.

Economic prosperity reserve: This reserve will be used to fund projects that will increase economic development in the county.

Eco park sinking fund: To fund the future of the council's waste disposal project from surpluses in the initial years.

Equipment replacement reserve: Enables services to set aside revenue budgets to meet future replacement costs of large equipment items. Services make annual revenue contributions to the reserve and make withdrawals to fund purchases.

General capital reserve: The General Capital Reserve holds capital resources, other than capital receipts, available to fund future capital expenditure.

Insurance reserve: This reserve holds the balance resulting from a temporary surplus or deficit on the council's self insurance fund and is assessed by an actuary for the possible liabilities the council may face. It specifically holds £4.2m to cover potential losses from the financial failure of Municipal Mutual Insurance (MMI) in 1992. The company had limited funds to meet its liabilities, consequently, future claims against policy years covered by MMI may not be fully paid, so would be funded from this reserve. The balance on this reserve represents the latest assessed possible liability.

Interest rate reserve: This reserve is to enable the council to fund its capital programme from borrowing in the event of an expected change in interest rates or other borrowing conditions.

Investment and renewals reserve: Enables investment in service developments. The reserve makes loans to services for invest to save projects, which may be repayable. The recovery of the loan is tailored to the requirements of each business case, which is subject to robust challenge before approval as a part of the council's governance arrangements.

Pension stabilisation reserve: This reserve is to help fund potential future increases in pension contributions paid by the council.

PFI reserve (Street Lighting PFI sinking fund): This reserve holds the balance of the street lighting PFI grant income over and above that used to finance the PFI to date. The balance in this reserve will be used in future years when the expenditure in year will exceed the grant income due to be received in the same year.

Revenue Grants Unapplied reserve: This reserve holds government revenue grants received in previous financial years which will be used to fund expenditure in the future.

Revolving investment & infrastructure fund: The Revolving Infrastructure & Investment Fund was established in the 2013-18 Medium Term Financial Plan in order to provide the revenue costs of funding infrastructure and investment initiatives that will deliver savings and enhance income in the longer term.

School balances: The consolidated balances of the maintained schools residual dedicated school grants. The balance includes schools overspends offset by carried forward under spends. The opening balance includes the academies that have converted this year.

Vehicle replacement reserve: Enables the future cost of vehicle replacement to be spread over the life of existing assets via annual contributions from revenue.

Note c: Unusable reserves.

Certain reserves are kept to manage the accounting processes for items such as non-current assets, financial instruments, retirement and employee benefits. They do not represent usable resources for the authority and are not backed by cash balances.

List of unusable reserves

Unusable reserves	Balance at 1 April 2016	Movement	Balance at 31 March 2017
	£m	£m	£m
Revaluation reserve	-731	-56	-787
Capital adjustment account	-283	139	-146
Deferred Capital receipts	0	-12	-12
Financial instruments adjustment account	0	0	0
Pensions reserve	1,251	309	1,560
Collection fund adjustment account	-10	2	-8
Accumulated absences account	8	2	10
Total unusable reserves	235	384	619

Revaluation reserve: The revaluation reserve contains the gains made by the authority arising from increases in the value of its property, plant and equipment and intangible assets. The balance is reduced when assets with accumulated gains are:

- re-valued 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 1 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.

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 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 authority as finance for the costs of acquisition, construction and enhancement.

The account contains accumulated gains and losses on investment properties and gains recognised on donated assets that have yet to be consumed by the authority.

The account 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.

Deferred Capital Receipts Account: 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 authority 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. During 2016/17 the balance on the account increased by £12m in relation to a sale of land. (Nil balance 2015/16).

Financial instrument 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.

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. The Authority accounts for post employment benefits in the Income and Expenditure statement as the benefits are earned by employees accruing years of service. Liabilities recognized on the Balance Sheet are updated to reflect inflation, changed assumptions and investment returns on any resources set aside to meet the costs. Statutory arrangements require benefits earned to be financed as the council makes employer contributions to pension funds or when it 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.

Collection fund adjustment account: The collection fund adjustment account manages the differences arising from the recognition of council tax income in the Income and Expenditure statement as it falls due from council taxpayers compared with the statutory arrangements for paying across amounts to the general fund from the collection fund.

Accumulated absences account: The accumulated absences account absorbs the differences 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.



Audit & Governance Committee
27 July 2017

Statement of Accounts 2016/17

Purpose of the report:

To inform the Committee of the result of the external audit of the council's 2016/17 Statement of Accounts, to receive the external auditor's Audit Findings Report and to approve the council's letter of representation from the Director of Finance.

Recommendations:

It is recommended that the Committee:

1. Approve the 2016/17 Statement of Accounts , as attached in Annex A, for publication on the council's website and in a limited number of hard copies;
2. Consider the contents of the 2016/17 Audit Findings Report in Annex B;
3. Agree the officer response to recommendations of the external auditor;
4. Note the Director of Finance's letter of representation, which is attached in Annex C;
5. Determine if any issues in the Audit Findings Report should be referred to the cabinet.

Introduction:

6. The Director of Finance has approved the statement of accounts for 2016/17 as presenting a true and fair view of the county council's financial position as at the 31 March 2017 and its income and expenditure for the year. The accounts are attached at Annex A to this report for Member debate and approval.
7. The auditor has provided a commentary and recommendations on the statement of accounts in their Audit Findings Report (attached as Annex B).
8. The auditor anticipates issuing an unqualified opinion on the financial statements.

9. The Value for Money opinion has been qualified on an 'except for' basis. The auditor has stated the council had proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources but has issued a qualification based on the issues highlighted in the Ofsted report on Children's Services in June 2015.

The Statement of Accounts 2016/17

10. The Local Audit and Accountability Act 2014 requires the Statement of Accounts for 2016/17 to be published by 30 September, and that they are approved, prior to this date, by a non-executive committee of the local authority.
11. Under the Act it will be a requirement for local authorities to produce audited accounts by the end of July from 2017/18 onwards. The council has had the accounts approved before the end of July for a number of years now and is well placed to meet the new statutory requirement
12. This is the result of a number of years of continuous improvements in relation to the production of the Statement of Accounts and a strong working relationship with Grant Thornton, our external auditors. It also means that the financial information in the Annual Report for 2016/17 can be based on the audited financial accounts.
13. The Director of Finance is responsible for the preparation of Surrey County Council's single entity statement of accounts, the Surrey County Council group accounts, the pension fund statement of accounts and the firefighters' pension fund accounting statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of practice on Local Authority Accounting in the United Kingdom 2016/17 (the Code).
14. The Code is a very prescriptive document, and determines not only the accounting policies to follow, but also the form and content of the statement of accounts. The Code is based on International Financial Reporting Standards (IFRS's) issued by the International Accounting Standards Board. Local authorities have a legal obligation to follow "proper accounting practice", this therefore means that compliance is mandatory.
15. Any significant departure from The Code will normally result in a qualified audit opinion.

Accounting Changes 2016/17

16. The 2016/17 Code of Practice on Local Authority Accounting introduces a number of changes to the presentation of information on income and expenditure. The changes are as a result of a CIPFA review called 'Telling the Story' and they are designed to align the accounts with how the council reports its financial and performance information internally to management. There is now a greater link between the accounts and the budget monitoring outturn report and information is now presented in a format that local users of the accounts are more familiar with.
17. This change ends the requirement for the service analysis in the Comprehensive Income & Expenditure Statement (CIES) to be based on

the standardised service expenditure analysis in the Service Reporting Code of Practice (SeRCOP).

18. A new note called the Expenditure & Funding Analysis (Note 6) shows how the budget monitoring outturn position for a service reconciles to the net expenditure in the CIES.
19. Other new notes include one that shows income from customers by services (Note 6b) and another presents a subjective analysis of income and expenditure in the CIES (Note 7).
20. The changes to Infrastructure Asset, detailed in the Highways Network Asset report presented to the Audit & Governance Committee in September 2016 have been indefinitely postponed by CIPFA. There were concerns from auditors about centralised rates used to create valuations and whether the cost to authorities of implementing the changes outweighed the benefits. We will continue to keep this Committee informed of any developments in this area going forward.
21. Annex A presents the 2016/17 Statement of Accounts. Draft accounts were produced and presented for audit by the first week of June 2017. Since then three main audit findings have led to amendments to the draft accounts and these are detailed below. These changes do not alter the Council's budget outturn position that was approved by the Cabinet in April and its useable reserves and balances remain as previously reported.
 - Deferred Capital Receipt (£12.1m). An asset was sold in 2016/17 and under the contract agreement some consideration for the asset is due in 2017/18. In the draft accounts there were no entries to recognise the debtor. In the final accounts debtors have therefore increased by £12.1m and a deferred capital receipt reserve has been created as an unusable reserve to recognise the future capital receipt commitment. Once the money has been received it will be accounted for as a capital receipt and the debtor and deferred capital receipt will be removed from the accounts.
 - Disposal of an academy school (£7.7m). When schools convert to academy status, ownership of the school buildings transfer to the academy and they are removed from the council's balance sheet through a charge to the Financing & Investment Income & Expenditure line of the Comprehensive Income & Expenditure Statement. In this instance the conversion of one school was omitted from the draft accounts and the asset was still held on the balance sheet, this has now been amended.
 - Accumulated depreciation (£25.1m). For Property, Plant and Equipment (PPE) assets that were revalued in year, the accumulated depreciation written out on revaluation had been applied to the cost of the asset, rather than written out of the accumulated depreciation figure. Note 13 therefore overstated both accumulated depreciation and the cost of the asset. This has no impact on the net value of the assets and does not change the value of the

assets presented on the balance sheet. The opening balances on the PPE note also had to be adjusted by £35.0m as the 2015/16 figures presented accumulated depreciation in the same way as the 2016/17 draft accounts and the issue had not previously been identified

22. In addition, a number of smaller amendments were made to enhance disclosures, such as additional narrative for clarification purposes, or to correct typographical errors and rounding differences.

2016/17 Audit Findings

23. The Audit Findings Report summarises the findings of the 2016/17 audit, which is now nearing completion. It includes the messages arising from the audit of the statement of accounts and the results of the external auditor's work undertaken to assess the council's arrangements to secure value for money in the use of resources.
24. The external auditor's 2016/17 report is presented in Annex B and sets out a summary of the work carried out during the audit of the accounts, the conclusions reached and recommendations.
25. At the beginning of the audit the auditors produce an audit plan, which was reported to the Audit & Governance Committee in February 2017. The audit plan identified areas of significant risk of material misstatement. The audit findings report summarises the work completed in relation to these risk areas. The audit work undertaken did not identify any issues with the way the council manages those risks however their work did identify the required accounting changes detailed in paragraph 21.
26. The auditors also consider internal controls as part of their work. They have walked through the processes for employee remuneration, property, plant & equipment, and operational expenditure and have not found any control weaknesses in these areas.
27. During the 2015/16 audit the auditors separately considered IT controls in the context of moving from a wholly substantive audit approach towards a more controls based audit approach in the future. As part of this they identified a small number of areas where IT controls could be improved to ensure they can place reliance on those controls in the future to reduce substantive testing. The audit findings report for 2016/17 contains an update on how the council has strengthened controls during the year.
28. The audit fee is in line with the planned fees and there was no unplanned work required.
29. The auditor is issuing an unqualified opinion on the financial statements. For the Value for Money opinion, the auditor states the council has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2017, but based on the Ofsted inspection report of Children's Services from June 2015 has to include a qualification on an 'except for' basis to this opinion. As Ofsted has yet to publish a subsequent inspection report, the

judgement from June 2015 remains extant and the qualification on the value for money opinion remains the same as last year.

- 30. There are a small number of items still to be signed off by the auditors before the final opinion can be issued.

Conclusions:

- 31. Following the changes included above, and the results of the audit, the accounts are now presented to this Committee for approval.

Financial and value for money implications

- 32. There are no direct financial implications of this report, all financial implications in the accounts have been made in line with the Code of Practice and any impact on the 2016/17 budget has been considered in the outturn report to the Cabinet.

Equalities and Diversity Implications

- 33. There are no direct equalities implications of this report.

Risk Management Implications

- 34. There are no direct risk management implications of this report.

Next steps:

- 35. The statement of accounts will be published in line with the statutory deadline. The only changes made to the published version will be presentational, with the accounts typeset into a booklet style. A small number of hard copies will be produced. However, a version of the statements will also be posted on the council’s website, and again some of the formatting may change to ensure it complies with the council’s accessibility standards.

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Sources/background papers:

Financial Outturn 2016/17 – Report to Cabinet 27 April 2017.

The Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 CIPFA

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Surrey County Council

Statement of Accounts

2016/17



SURREY

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Independent auditor's report to the members of Surrey County Council

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SURREY COUNTY COUNCIL

The following few pages are intentionally blank awaiting further information.

Introduction

Welcome to Surrey County Council's Statement of Accounts for 2016/17. The statement of accounts reports the income and expenditure on service provision for the year and the value of the council's assets and liabilities at the end of the financial year. This is prepared in accordance with proper accounting practices as defined in the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Local Authority Accounting in the United Kingdom (the Code).

For 2016/17, Surrey County Council has again delivered the Finance Service's vision of producing audited financial statements by the end of July 2017. The Accounts & Audit Regulations 2015 make it compulsory for all local authorities to have audited financial statements by the end of July from 2017/18 and therefore the council is well ahead in compliance with this requirement. The annual report for 2016/17 will again contain financial information based on the audited Statement of Accounts.

In addition to demonstrating best practice in relation to the speed of our accounts closure, the finance service aims to develop a statement of accounts that is more accessible to users. Surrey County Council is a large and diverse organisation and the information contained in these accounts is technical and complex. The aim of this narrative statement, therefore, is to provide a general guide to the items of interest and highlights some of the more significant matters that have determined this position for the financial year ending 31 March 2017.

Key financial statements (known as Primary Statements)

Local authorities are required to produce a comprehensive income and expenditure statement, a balance sheet and a cash flow statement, as a private sector company would. However, as local authorities are also tax raising bodies (through council tax), they

are required to produce an additional financial statement, accounting for movements to and from the general fund, through a movement in reserves statement.

A brief explanation of the purpose of each of the four primary statements is provided below:

Comprehensive Income & Expenditure Statement (CIES) (page 20) shows the true economic accounting cost in year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. In previous editions of the Statement of Accounts the CIES has been produced based on the service level analysis required under the CIPFA Service Reporting Code of Practice (SeRCOP). For the 2016/17 accounts CIPFA have removed this requirement and the CIES is now presented based on the standard Surrey County Council service headings used in monthly budget monitoring reports and other financial information.

The 'Deficit on the Provision of Services' for 2016/17 was £152m which is also shown in the movement in reserves statement (in 2015/16 the comparable figure was £130m). This represents an accounting shortfall on the provision of services in accordance with International Financial Reporting Standards (IFRS), rather than spending being greater than funding raised. The Financial Performance section on the bottom of page 8 summarises the outturn position, which shows spending compared to funding raised, and the Expenditure and Funding Analysis (Note 6 on page 43) reconciles the revenue budget outturn position to the CIES. The main reasons for the deficit on the CIES are:

- the writing off of £113m of assets in relation to schools which have transferred to academy status. This is shown as an expense within the Financing and Investment Income and Expenditure line of the CIES.
- £33m adjustment for the current service cost of pensions required under International Accounting Standard 19 compared to actual employer pension contributions paid (see section on

'material balances' on page 11 for further information).

Movement in Reserves Statement (page 22) shows the movement during the 2016/17 financial year on the different reserves held by the council, analysed into usable reserves and other unusable reserves

- Usable reserves are where money is set aside to fund future expenditure plans or reduce taxation
- Unusable reserves reflect the difference between the true economic cost of providing services and the statutory amounts required to be charged to the general fund balance for council tax setting purposes (i.e. adjustments between accounting basis and funding basis under regulations).

The total decrease in the council's reserves during 2016/17 is £360m (a decrease of £384m in unusable reserves, partially off-set by an increase of £24m in usable reserves). The decrease in unusable reserves was primarily caused by an increase in the pension liability (£309m), a reduction in the Capital Adjustment Account (£139m), mainly caused by writing out of £113m of school assets in relation to schools that have transferred to academy status, off-set by growth in the revaluation reserve (£56m). The increase in usable reserves was from an increase of £55m in the capital receipts and unapplied capital grants reserves off-set by a £32m reduction in revenue reserves, including £24.7m of revenue reserves which were approved to support the 2016/17 budget in the 2016-21 medium term financial plan.

Balance Sheet (page 23) shows the value of the assets and liabilities recognised by the council as at 31 March. The balance sheet of the council shows net liabilities of £278m, which is matched by reserves (as set out in the movement in reserves statement).

Cash Flow Statement (page 24) shows the changes in cash and cash equivalents during the financial year. The total increase in cash and cash equivalents for the council during 2016/17 was £76m which is shown in the cash flow statement and note 18. The primary

reason for this increase was due to the council's bankers removing the ability for the council to utilise school balances to off-set the balance on the council's general account. This meant the council had to increase cash balances to prevent the general account being overdrawn.

The cash flow statement shows how a council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities:

- Operating activities - the amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of a council are funded by way of taxation, grant income or from recipients of services provided by a council.
- Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the 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 a council.

Expenditure and Funding Analysis

This is a new addition to the accounts for 2016/17 (Note 6 on page 43) and has been introduced to show for each of the council's services a comparison of the net resources applied in the Comprehensive Income and Expenditure Statement compared to the net charge against council tax. The Expenditure and Funding Analysis (EFA) promotes accountability and stewardship by providing this direct link between the Statement of Accounts and the budget outturn position on the General Fund.

2016/17 Budget Setting

The council set its budget for the 2016/17 financial year in the context of the continuing government austerity programme with a

significant reduction in central government funding.

In December 2015 the Council learnt that it faced a 42% reduction of core central Government funding in 2016/17 when compared to the previous year. This was due to a greater decrease in the Revenue Support Grant than had previously been indicated by Government.

At the same time, the Council faces significant pressures from the care market as well as increasing year on year demographic demand for services, in particular, but not exclusively, for social care. Public expectation about, for example, the Highways service is also increasing.

For 2016/17 the Government set the general Council Tax precept limit, without referendum, at 2% with an additional 3% for authorities with social care responsibilities as recognition of the increasing social care pressures across the sector. This additional

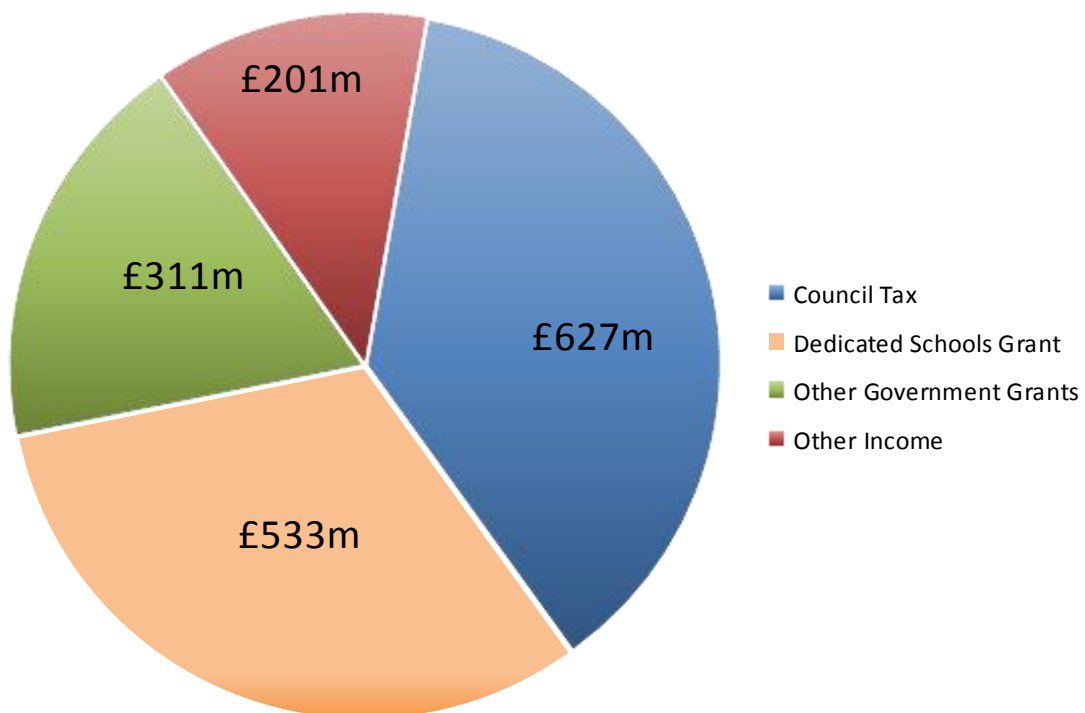
precept raised £11.8m for the Council in 2016/17, although this is less than the demographic demand for adult services which increases by over £20m each year.

Following the reduction in core government funding the council could only balance the budget for 2016/17 by a combination of the following:

For 2016/17 by a combination of the following:

- deeper and earlier efficiencies from services
- utilising a significant proportion of its reserves
- the Government providing transitional relief funding to compensate the Council for part of the reduction in core funding.

The 2016/17 revenue budget, approved in February 2016 set expenditure at £1.7bn, to be funded as follows:



Other income includes business rates, grants & contracts with other organisations, fees & charges, income from property & investments and contributions from reserves.

Financial Resilience Review

In recognition of the seriousness of the financial challenges facing the Council the Director of Finance, supported by the Chief Executive and Leader, requested the Chartered Institute of Public Finance and Accountancy (CIPFA) to carry out a financial resilience review in November 2016. As well as looking at comparative spending and costs, the review focused on the accuracy of the council's budget planning assumptions and figures and the long term financial resilience of the Council.

The key conclusions were:

- The budget planning assumptions and figures were sound
- The Council's financial resilience is not sustainable over the short or medium term unless it identifies and implements the full scale of savings required as soon as possible to match its currently allowed income profile going forward
- the Council cannot manage until 2019/20 through reliance wholly on reserves

Financial Performance 2016/17

For the seventh year in succession, the council ended 2016/17 with an underspend, demonstrating a tight grip on financial management despite reduced funding and significant demand pressures. In September 2016, the council was reporting a significant overspend for the current financial year and a recovery action plan was put in place to address this. Measures taken over the remaining months of the financial year by the Council's leadership, monitored monthly by the Cabinet, succeeded in bringing the budget back into balance. Actions included one-off measures, delays in spend, as well as on-going efficiencies, such as achieving future years' savings early. The revenue budget outturn

position for 2016/17 provides a clearer indication of the council's strong financial stewardship during the year than is apparent from the accounting shortfall provided in the Comprehensive Income & Expenditure Statement (CIES), which takes a different view of financial performance.

The outturn position is more important to residents because it records only those expenses which statute allows to be charged against the county council's annual budget and the amounts to be collected from council tax. The amounts which are charged to the CIES for items such as depreciation, impairment, capital grants and pension charges are eliminated in the General Fund expenditure analysis. The movement in reserves statement and supporting note (note 8) show how these items are removed from the General Fund position.

In line with the council's multi-year approach to financial management, which aims to smooth resource fluctuations over three years, the revenue budget for the 2016/17 financial year, included the use of £24.7m from reserves. The outturn position for services' net revenue budget is -£6.5m underspent and -£6.7m for the council overall, including additional income of -£0.1m on general government grant and -£0.1m on local taxation (business rates). The council also achieved £66.4m out of £82.9m of planned efficiencies. The shortfall of £16.5m was primarily caused by £19.1m of savings in Adults Social Care being unachievable due to issues affecting savings planned from: Friends, Family & Community programme, demand management, health and social care integration, staff turnover and optimising transitions.

Details of the outturn position by service area are included in the table below and further information on financial performance during the year can be found in the [Financial Budget Outturn Report 2016/17](#) presented to Cabinet on 27 April 2017.

Narrative Report by the Director of Finance

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Service	Full year final budget £m	Full year position £m	Full year variance £m
Economic Growth	1.7	0.9	-0.8
Strategic Leadership	1.0	0.9	-0.1
Adult Social Care	367.3	381.9	14.6
Children's Services	92.4	103.1	10.7
Commissioning & Prevention	40.7	40.1	-0.6
Schools & SEND	63.1	62.6	-0.5
Delegated Schools	0.0	0.5	0.5
Community Partnership & Safety	3.4	2.4	-1.0
Coroner	1.8	1.6	-0.2
Cultural Services	9.6	9.1	-0.5
Customer Services	3.5	3.3	-0.2
C&C Directorate Support	1.0	0.9	-0.1
Emergency Management	0.5	0.4	-0.1
Surrey Fire & Rescue Service	33.3	32.8	-0.5
Trading Standards	2.0	2.0	0.0
Environment & Planning	79.6	80.4	0.8
Highways & Transport	45.0	43.7	-1.3
Public Health (budget is net of specific Government Grant)	0.0	0.0	0.0
Central Income & Expenditure	58.9	42.0	-16.9
Communications	2.2	2.0	-0.2
Finance	3.1	2.2	-0.9
Human Resources & Organisational Development	4.3	3.6	-0.7
Information Technology & Digital	13.1	11.7	-1.4
Legal Services	3.9	3.8	-0.1
Democratic Services	4.5	4.4	-0.1
Strategy & Performance	1.8	1.5	-0.3
Procurement	0.9	0.8	-0.1
Property	21.0	16.8	-4.2
Joint Operating Budget ORBIS	37.6	35.3	-2.3
Business Operations	-0.1	-0.1	0.0
Total services' net revenue expenditure	897.1	890.6	-6.5
General funding sources			
General Government grants	-200.1	-200.2	-0.1
Local taxation (council tax and business rates)	-672.2	-672.3	-0.1
Total general funding	-872.3	-872.5	-0.2
Total movement in reserves	24.8	18.1	-6.7

Note: All numbers have been rounded - which might cause a casting difference

Against this underspend of £6.7m the council has created a provision of £1m for the possible payment of legal costs relating to a number of contract compliance issues.

Cabinet has also approved £1.6m revenue carry forwards from 2016/17 to 2017/18 to

ensure funding is available for schemes, projects and commitments that need to be funded in the new financial year. This leads to a residual underspend of -£4.1m, which has been transferred to the Budget Equalisation Reserve, to support future years' budgets.

Capital

Creating public value by improving outcomes for Surrey’s residents is a key element of Surrey County Council’s corporate vision and it is at the heart of its £638m capital programme in the MTFP 2016-21. The capital expenditure budget for 2016/17 was initially set at £194m plus £13m of carry forwards from 2015/16.

During the 2016/17 financial year, the council has invested and delivered significantly, especially on highways infrastructure and

school places. Over the year the budget was revised to £147m, primarily due to various building projects being reprofiled to later years in the MTFP, including £34m related to Schools Basic Need.

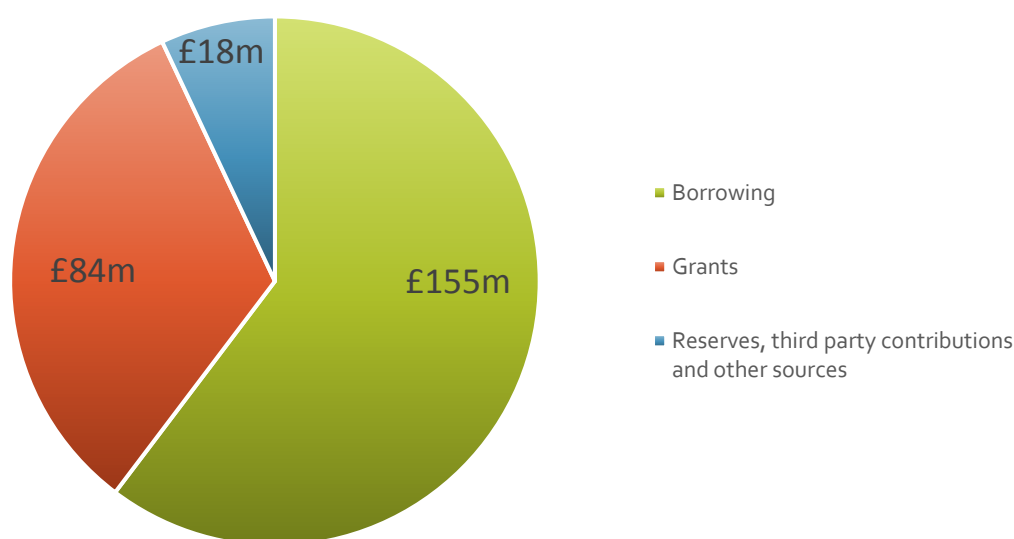
In addition, the council has continued its programme of investment in revenue generating assets that will improve its self-sufficiency and reduce reliance on government funding over the longer term. During 2016/17 the council invested a further £131m under the approved investment strategy.

	Full year budget £m	Full year outturn £m	Variance £m	Reprofiled/ carry fwd £m	Full year variance £m
Schools basic need	33.3	32.9	-0.4	0.4	0.0
Highways recurring programme	47.9	47.4	-0.5	0.5	0.0
Property & IT recurring programme	31.2	24.9	-6.3	6.3	0.0
Other capital projects	34.6	21.2	-13.4	9.4	-4.0
Service capital programme	147.0	126.4	-20.6	16.6	-4.0
Long term investments	0.0	131.3	131.3	0.0	131.3
Overall capital programme	147.0	257.7	110.7	16.6	127.3

The table above shows the outturn expenditure (including re-profiling and use of the capital underspend) for the service capital

programme and long term investments of £257m.

The 2016/17 capital expenditure budget was funded as follows:



Material items of income and expenditure, material assets acquired and liabilities incurred

These are defined as amounts either incurred or received to or from the same supplier or customer for the same good or service, which amount to more than £25m. Further details of these are disclosed in note 4.

In addition to those disclosed, material expenditure is incurred on the council's Private Finance Initiative Schemes. Further details can be found in note 37.

Material items of income include government grants and council tax, which are further disclosed in notes 12 and 32.

During 2016/17, 25 schools transferred to academy status (14 in 2015/16). An academy is self-governing, directly funded by central government and independent of direct control by local government. Included in the Comprehensive Income and Expenditure Statement is a disposal of £113.0m related to the de-recognition of academy schools (£74.4m in 2015/16). When a school changes status to an academy, the ownership of the land and buildings transfers from the council to the school. The assets are written out of the balance sheet and an accounting adjustment is made against the Financing and Investment Income & Expenditure line in the CIES.

During the year the council incurred the following material items of capital expenditure as part of the long-term capital strategy:

- £108.8m in long-term loans to Halsey Garton Property Ltd. Included as a long term debtor on the balance sheet.
- £41.5m equity investment in Halsey Garton Property Ltd. Included as a long term investment on the balance sheet.

Material balances

The pension liability recognised on the council's balance sheet at the 31 March 2017, has a significant impact on the net worth of the council. The council contributes to four pension schemes on behalf of current employees:

- the Local Government Pension Scheme (LGPS)

- the Firefighters' Pension Scheme, although under current arrangements, firefighters' pensions are funded by the government department for Communities and Local Government (DCLG)
- the Teachers' Pension Scheme, which is administered by the Department for Education, in respect of teachers who are employed by the council
- the NHS pension scheme in respect of employees who transferred to SCC as part of public health.

It is important to understand that pension benefits do not become payable until employees retire, however the council is required to account for the future obligations at the same time as the employees earn their future entitlement, in accordance with proper accounting practices.

The council's independent actuary Hymans Robertson estimated the Local Government Pension Scheme (LGPS) net liability to be £923m at the balance sheet date, an increase of £191m on the previous year. The DCLG firefighters' pension liability included within the council's accounts is estimated to be £637m an increase of £119m on the previous year.

This increase in the valuation of the liabilities is due mainly to rising real bond yields decreasing the net discount rate. The liability does not need to be met within the next year but over the working lifetime of the scheme members. The council is making appropriate lump sum payments to the pension fund in addition to the contributions related to current employees. Readers of the accounts should note that the pension fund deficit of £1,560m is based on a snapshot in time and it does not predict the fund's future financial condition or its ability to pay benefits in the future.

Non-Financial performance

The council's corporate strategy sets out three strategic goals against which organisational performance is measured. The Annual Report for 2016/17 details the progress made on each goal during the year and a summary of achievements is included here.

Wellbeing – Everyone in Surrey has a great start to life and can live and age well

Year one of the Get Active 50+ project saw 1,769 Surrey people taking part in sports and physical activities, including walking football, bowls, swimming, jogging, badminton, inclusive multi-sports, golf and exercise classes.

More than 100 "Dementia Friends" sessions took place in Surrey between September 2016 and January 2017, resulting in over 1,400 new Dementia Friends. They advise local businesses, leisure services and other organisations how they can become more dementia friendly.

The council has agreed a 20 year local strategy with key partners to ensure there is adequate accommodation for people with care and support needs. This aims to ensure that residents have a choice about accommodation to meet their health and wellbeing needs that is flexible enough to be adapted as their needs change. There is a commitment to build 600 Extra Care flats by 2025 across the county. Extra care housing is designed for older, frail people who can live independently in their own self-contained flats, with their own front door, but benefit from personal care support on the premises. Improving services for people with dementia will also be a focus of this strategy.

Economic prosperity – Surrey's economy remains strong and stable

The county council completed 18 highway safety schemes in consultation with the police last year, resulting in a 35% drop in collisions. The schemes were introduced following analysis of police data showing 18 hotspots accounted for a total of 163 collisions over three years.

Recycling of food waste has increased by 19% in the last year following a campaign to attach 'No food waste' stickers to household rubbish bins across Surrey, saving over £340,000 in disposal costs.

Some of the important projects in 2016-17 to maintain and renew Surrey's roads, pavements and other infrastructure are highlighted below:

- Operation Horizon – an ongoing programme of major works, which last year resulted in about 30 miles of highway being resurfaced.
- Pavement Horizon - a six-year programme to restore Surrey's pavements in key locations. Nearly 50 miles of footpaths have been resurfaced during 2016-17.
- In 2016-17 Surrey was allocated just over £1m from the Government's £50m-a-year Pothole Action Fund. Surrey has used its allocation as part of a preventative programme to deal with potholes. The programme has repaired or prevented about 35,000 potholes at a cost of £3m.

Resident Experience – Residents in Surrey experience public services that are easy to use, responsive and value for money

The council's highways and transport service has had its prestigious Customer Service Excellence accreditation renewed for a further three years, following a rigorous external assessment. The service, which receives over 100,000 enquiries a year from residents, was particularly praised for the quality of its roadworks information for residents. Surrey is the first highways authority to win the award.

Around 2,800 children and young people with special needs receive transport from the council to get to school, college or training placements. A survey last year of around half the parents and carers of children with special educational needs or a disability (SEND) who use school transport drew 466 responses (a response rate of 28.6%). The headline findings were:

- 85% said their children enjoyed their journey to and from school
- 77% were "very satisfied" with the driver; and 93% were "very satisfied" with the escort
- 68% were "very satisfied" with vehicle punctuality.

The council is committed to putting the voices of children and young people at the centre of its services. Listening to the voice of the child or young person is an essential part of the council's social work practice. It is at the heart of ensuring

the right support can be put in place at the right time to keep children and young people safe, and equip them to grow up to live independent and fulfilled lives. Events and initiatives have been held throughout the year as a direct result of what young people say they want, which focus on boosting life skills, preventing social isolation and raising awareness of young people's issues with care professionals.

In 2016 these included:

- Skills Fest 2016
- Total Respect Training
- Christmas Party for looked after children and care leavers
- Apprenticeships for care leavers

Changes in accounting policies

The 2016/17 Code of Practice on Local Authority Accounting introduces the requirement for the council to report service segments based on the way in which it operates and manages services. This change ends the requirement for the service analysis in the Comprehensive Income & Expenditure Statement to be based on the service expenditure analysis in the Service Reporting Code of Practice (SeRCOP).

The objective of this change is to allow the reporting requirements on the face of the Comprehensive Income and Expenditure Statement to align with how a local authority reports its performance internally to its management. This should help make the accounts easier for users to understand as the information is presented in a format they are familiar with.

A new Expenditure and Funding Analysis (EFA) has been introduced that shows for each of the council's services a comparison of the net resources applied in the Comprehensive Income and Expenditure Statement compared to the net charge against council tax. The EFA promotes accountability and stewardship by providing this direct link between the Statement of Accounts and the budget outturn position on the General Fund.

Borrowing

Long-term borrowing (repayable in more than 12 months) on the balance sheet relates to the financing of capital expenditure incurred in previous years. The balance currently stands at £397.8m. No additional long-term borrowing was undertaken during 2016/17.

The council continues to pursue a strategy of temporarily using its internal cash resources to finance capital expenditure rather than borrowing externally. This results in the interest payable costs of borrowing being reduced and is considered a prudent strategy in an economic climate when interest rates achievable on holding large cash balances are at historic lows. This strategy has resulted in the council being 'under-borrowed' against its borrowing limits and capital financing requirement.

During 2016/17 changes to the borrowing strategy were agreed by Council. No long term borrowing was undertaken during the year, in favour of short term borrowing for cash flow purposes. This borrowing is from other Local Authorities. The balance at 31 March 2017 stands at £152m compared to £36m at 31 March 2016. Within this figure is £37m which the council holds on behalf of the Office of the Police and Crime Commissioner for Surrey.

Provisions

Where the council has a liability to make future payments, but the precise timing of the payment and the amount is uncertain, it creates a provision in the Balance Sheet. At 31 March 2017 the main provisions held by the council are:

- Insurance (£5.1m). This provision was created to meet the cost of reported outstanding claims that are not covered by external insurance and those claims arising from the collapsed Mutual Municipal Insurance Company. The level of this provision was reviewed by the council's actuary in 2015/16.
- Firefighters pension fund (£8.9m). This provision was created against the potential requirement to repay some of the firefighters top up grant received by the council between 2006 and 2013. This is in respect of an element of firefighters' pensions relating to injury awards.

Further details on provisions can be found in Note 21.

Reserves & balances

Usable reserves

The table below shows the council's usable reserves classified in accordance with CIPFA's accounting code of practice. These include the following broad categories;

- earmarked reserves - providing financing for future expenditure plans, commitments and possible liabilities, including schools balances
- general balances – available balances to cushion the impact of uneven cash flow and a contingency for unexpected events;

- capital receipts - the balance of proceeds from the sale of assets not used in-year to fund new capital expenditure but set aside to fund future capital expenditure in accordance with the council's Medium Term Financial Plan and asset management strategy;
- capital government grants unapplied – the balance of grants received from central government that have not been used in-year to fund new capital expenditure.

In the Medium Term Financial Plan (MTFP) 2017-21 the council identified £11.8m of earmarked reserves to support the 2017/18 budget.

	Balance at 31/03/16 £m	Transfers In £m	Transfers Out £m	Balance at 31/03/17 £m	Support for 2017/18 Budget £m	2016/17 Carry- forwards £m	Balance at 01/04/17 £m
Revolving Infrastructure & Investment Fund	21.1		-10.0	11.1			11.1
Eco Park Sinking Fund	11.7		-7.3	4.4			4.4
Investment Renewals Reserve	8.8	1.6	-5.4	5.0			5.0
Insurance Reserve	11.9	1.8	-6.0	7.7			7.7
General Capital Reserve	5.2	0.2	-0.1	5.3			5.3
Budget Equalisation Reserve	13.1	19.3	-6.2	26.2	-11.8	-1.8	12.6
Street lighting PFI Reserve	5.1		-0.7	4.4			4.4
Economic Downturn Reserve	9.2			9.2			9.2
Vehicle Replacement Reserve	3.9		-3.9	0.0			0.0
Child Protection Reserve	1.1		-1.0	0.1			0.1
Equipment Replacement Reserve	2.0	1.9	-3.3	0.7			0.7
Business Rate Appeals Reserve	1.3			1.3			1.3
Pensions Stabilisation Reserve	1.1		-1.1	0.0			0.0
Interest Rate Reserve	1.0			1.0			1.0
Economic Prosperity Reserve	2.5			2.5			2.5
Earmarked Reserves	99.0	24.8	45.0	78.9	-11.8	-1.8	65.3

Over recent years the level of earmarked reserves has continued to fall. These had previously been built up over a number of years in anticipation of austerity and are now being utilised. During

2016/17, £24.7m was used to support expenditure and a further £11.8m is planned for 2017/18. The level of savings required to produce a balanced budget in 2017/18 and beyond are significant and

higher than ever before. There will be focused monitoring of the delivery of the necessary savings identified, to avoid the depletion of levels of reserves below minimum acceptable levels.

Unusable reserves

Certain reserves are recognised to offset the accounting processes for items such as non-current assets, financial instruments, retirement and employee benefits. They do not represent usable resources for the council and are not backed by cash balances. Note 23 provides further details on unusable reserves.

Orbis Partnership

Orbis is a partnership between Surrey and East Sussex County Councils that aims to provide seamless and resilient business services to the public sector, creating a compelling alternative to other providers.

The Orbis Partnership incorporates Human Resources and Organisational Development, Property, IT, Procurement, Finance (including Internal Audit), and Business Operations (Shared Services).

The partnership is established under a Joint Committee with East Sussex County Council (ESCC). The Joint committee is responsible for delivering services from a Joint Operating budget. SCC and ESCC contribute to the Joint Operating budget in proportion to their service delivery requirements, which was 70% and 30% respectively in 2016/17.

The Joint Operating budget comprises primarily of staffing costs. The staff within the Orbis partnership manage budgets for each council. For example staff within Property manage the cost of utilities for SCC's buildings. Budgets that are managed in this way are not part of the Joint Operating budget and are instead referred to as 'budgets managed by the Orbis partnership' in management reports and the MTFP.

In December 2016 the Orbis joint committee approved Brighton & Hove City Council (BHCC) joining Orbis as a founding partner. A key action for the forthcoming year will be to increase collaboration and integration of BHCC into the partnership.

Investment properties

The council has several properties purchased for future service needs or for the purposes of economic development which are currently being leased to private tenants, producing rental income. As the properties were solely being used to generate income at the 31 March 2017, under the code of practice they are classed as investment properties.

During 2016/17 the value of the investment property portfolio decreased by £8.8m to £54.1m. This was due to the sale of an asset with a book value of £7.8m and fair value adjustment on the properties currently in the portfolio of £1.0m. More information on investment properties can be found in Note 14 on page 61.

Group accounts

The council has considered all its relationships and interests in other entities and has made a judgement that it exercises control or significant influence over the economic activities of the following organisations:

S.E. Business Services Ltd - is a Local Authority Trading Company wholly owned by the council. The company was set up for the provision of business services and was incorporated in 2013. The economic activity of this company has been incorporated into the group accounts.

Surrey Choices Ltd - is a Local Authority Trading Company wholly owned by the council. The company was set up for the delivery of day services and community support options for people with disabilities and older people. The company was incorporated in 2014. The economic activity of this company has been incorporated into the group accounts.

Halsey Garton Ltd - is a Local Authority Trading Company wholly owned by the council to make property investments. It is a holding company and has three subsidiaries; Halsey Garton Investments Ltd, Halsey Garton Developments Ltd and Halsey Garton Residential Ltd. During 2015/16 only the holding company and Halsey Garton Investments Ltd were active and trading and therefore only the economic activity of

these companies has been incorporated into the group accounts.

Henrietta Parker Trust - the council exercises control over the Henrietta Parker Trust, the income of which supports adult learning. However, the economic activity of this trust fund is not deemed material and therefore the council has not been incorporated into the group accounts.

Trust funds

During 2016/17 the council undertook a review of its Trust Funds. There were 42 Trusts where the council was a custodian trustee, with 38 of those as the sole trustee.

The review recommended transferring the majority of funds where the council was the sole trustee to the Community Foundation for Surrey (CFS) as many of the trusts have been dormant for a number of years and their value is low.

In March 2017 the funds held by 31 Trusts were transferred to the CFS totalling £224,000. Further transfers are expected to take place in 2017/18 following the redemption of some investments currently held by a third party.

The CFS is an independent charitable trust established to inspire local giving for local needs. It works with donors who want to give something back to their local communities and voluntary groups providing vital services for local people and disadvantaged individuals. The decision to transfer trusts to the CFS is in line with similar transfers by other authorities and is supported by the Charity Commission.

For the remaining Trusts the council holds the assets but takes no decisions on its use. The funds do not represent the assets of the council and therefore they have not been included in the balance sheet. The total value of all the fund balances as at the 31 March 2017 is £4.8m. Further information on these trusts can be obtained via the contact details provided on page 18.

Better Care Fund

The Better Care Fund (BCF) is a programme spanning both the NHS and local government

which seeks to join-up health and care services, so that people can manage their own health and wellbeing, and live independently in their communities for as long as possible.

The BCF has been created to improve the lives of some of the most vulnerable people in our society, placing them at the centre of their care and support, and providing them integrated health and social care services, resulting in an improved experience and better quality of life.

The Council works with Surrey's seven Clinical Commissioning Groups (CCGs) to determine use of these shared resources. These resources are managed through pooled budget arrangements and information on the income and expenditure in 2016/17 is available in Note 25 on page 79.

Looking forward to 2017/18 and beyond

Strategically the financial and economic context facing the council remains similar to recent years, which is a continuation of austerity, significant reduction in central Government funding at the same time as increasing demographic pressures for core council services, adult and children's social care in particular.

The Provisional Settlement in December 2016 confirmed a very significant reduction of core central Government funding (-£88m over the period from 2016/17 to 2019/20).

Although the four year settlement offer made in the Final Settlement last year (covering 2016/17 to 2019/20) was intended to add certainty, it is worth noting that this covered only around half of the total gross funding of the council. Further, in October 2016 this council decided not to accept the Government's four year offer, one implication of which was to expose the council to the risk of further grant loss if Government needed to find more fiscal reductions in future years. Although Government haven't been required to do this for 2017/18, there remains a risk that this could occur in the remaining two years of the four year offer (2018/19 and 2019/20). This increases the level of uncertainty. To provide the basis for longer term sustainability, the council established a transformation programme in February 2016. A Public Value Transformation (PVT) Board

comprising the Leader of the Council (Chair), the Chief Executive and the Director of Finance provided strategic oversight and challenge to ensure the transformation programme is driven by public value and contributes significantly to the council's financial sustainability. In September 2016 the PVT Board reported to Cabinet that the PVT programme had increased the level of confidence in delivery of the current year budget savings but also confirmed that the programme would not produce the level of additional savings required to ensure a sustainable budget for 2017/18 onwards.

As a result of this and the increased budgetary pressures the Council faces, the Cabinet agreed in January 2017 to set up a task and finish Sustainability Review Board to include three cross party Members, the Strategic Director for Adult Social Care and Public Health, the Deputy Chief Executive and the Director of Finance. The Board focused on identifying permanent service reductions to help inform the council's longer term financial strategy and reported back to Cabinet its recommendations on 28 March 2017.

The Council has made over £450m of savings and service reductions since 2010 but its ability to continue to achieve this level of savings in the context of growing demand for its services and reductions in Government funding is increasingly difficult without leading to potential service failures. The Public Value Transformation review conducted this year to find additional changes confirmed this view.

The trends of increasing demographic demand alongside declining funding require us to continue to focus on the sustainability of our resources. The level of savings required to produce a balanced budget in 2017/18 and beyond are significant and higher than ever before. There will be focused monitoring of the delivery of the necessary savings identified, to avoid the depletion of levels of reserves below minimum acceptable levels.

In addition, the Council will continue to try to influence strategy and raise awareness nationally of the demands on services and the challenges posed by this and the current Government funding methodology.

Business rate pool

Under the business rates retention system (BRRS) the Department of Communities and Local Government (DCLG) permits geographically linked authorities to apply to pool their business rates. By combining tariffs and top ups among pooled authorities this can reduce the composite levy rate paid by the pool. This allows the maximisation of the retention of locally generated business rates as well as further incentivising business rates growth through collaborative effort.

Surrey as an area has operated a business rates pool in 2016/17 in partnership with: London Borough of Croydon, Guildford Borough Council, Runnymede Borough Council, Spelthorne Borough Council, Waverley Borough Council and Woking Borough Council.

Following a review, the optimum pool to maximise projected business rates income in the Surrey area for 2017/18 involves joining Surrey County Council with the London Borough of Croydon, Elmbridge Borough Council, Guildford Borough Council, Mole Valley District Council, Spelthorne Borough Council, and Surrey Heath Borough Council.

These seven authorities submitted a bid to form a business rates pool for the financial year 2017/18 and succeeded in receiving the relevant designation by DCLG. The pool's financial modelling projects retaining up to £4m additional income to the Surrey county area, which would otherwise be lost as levy payments. The pool agreement is for the county council to receive a third of this additional income.

Business Rates Retention

There are national pilots taking place during 2017/18 for the 100% local retention of business rates but none of these include two-tier authorities such as Surrey. There is currently some uncertainty surrounding the future of the scheme however if the government does decide to proceed with a pilot for two-tier local authorities in 2018/19 the council will carefully consider the value for the county of being a pilot authority.

Highways Network Asset

The Narrative Report in the 2015/16 Statement of Accounts mentioned that in 2016/17 there was

due to be a change in the accounting for infrastructure assets. This change would have seen the Highways Network Asset replace infrastructure assets and the valuation method changed dramatically from depreciated historical cost to depreciated replacement cost.

In November 2016 the implementation of the Highways Network Asset was postponed until at least 2017/18 pending a review by the CIPFA Local Authority Accounting Code Board. At its meeting on 8 March 2017, the Board decided not to proceed with the introduction of the Highways Network Asset for the foreseeable future. The Board decided that, currently and in particular in the absence of central support for key elements of the required valuation, the benefits are outweighed by the costs of implementation for local authorities. Based on this decision the Highways Network Asset has not been implemented in these accounts and infrastructure assets continue to be accounted for at depreciated historical cost.

Further information

Additional information on the council's overall revenue and capital budget outturn position and achieved efficiencies for 2016/17 can be found in the '2016/17 Outturn report' considered by the Cabinet on 27 April 2017. Surrey County Council's annual report can be viewed on the website www.surreycc.gov.uk. Further information on the financial statements presented in this document can be obtained from Jonathan Evans, Principal Accountant (jonathan.evans@surreycc.gov.uk)

Sheila Little BA CPFA

Director of Finance

July 2017

Statement of Responsibilities

7

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 Director of Finance;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- approve the Statement of Accounts.

The Director of Finance's responsibilities

The Director of Finance 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 Authority Accounting in the United Kingdom (The Code).

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

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the local authority Code.

The Director of Finance has:

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

Certification

I certify that the statement of accounts set out on pages 20 to 117 presents a true and fair view of the financial position of the council and of its expenditure and income for the year ended 31 March 2017; that the firefighter pension fund accounting statements on pages 124 to 126 give a true and fair view of the financial transactions of the firefighter pension fund during the year ended 31 March 2017; that the statement of accounts on pages 127-170 presents a true and fair view of the financial position of the Surrey County Council Pension Fund at 31 March 2017 and its income and expenditure for the year then ended.

Sheila Little BA CPFA
Director of Finance
27 July 2017

David Harmer
Chairman of Audit & Governance Committee
27 July 2017

Comprehensive Income & Expenditure Statement

7

Restated year ended 31 March 2016			Year ended 31 March 2017			
Gross Expenditure £000	Income £000	Net Expenditure £000		Gross Expenditure £000	Income £000	Net Expenditure £000
1,288	-61	1,227	Economic Growth	1,067	-77	990
467		467	Strategic Leadership	980		980
438,692	-63,492	375,200	Adult Social Care	458,372	-73,130	385,242
106,653	-10,242	96,411	Children's Services	117,361	-11,227	106,134
84,367	-47,261	37,106	Commissioning & Prevention	90,271	-47,100	43,171
207,156	-68,657	138,499	Schools & SEND	193,887	-69,932	123,955
509,937	-508,762	1,175	Delegated Schools Budget	481,266	-471,591	9,675
4,801	-1,894	2,907	Community Partnership & Safety	2,824	-364	2,460
1,469		1,469	Coroner	1,609		1,609
24,024	-12,913	11,111	Cultural Services	24,809	-13,579	11,230
3,796	-179	3,617	Customer Services	3,689	-159	3,530
1,245	-171	1,074	Directorate Support (Com)	1,107	-179	928
596	-26	570	Emergency Management	588	-114	474
836	-220	616	Magna Carta			
34,216	-2,341	31,875	Surrey Fire & Rescue Service	32,349	-1,795	30,554
3,966	-1,628	2,338	Trading Standards	3,914	-1,808	2,106
95,588	-10,060	85,528	Environment & Planning	93,984	-8,774	85,210
75,637	-7,780	67,857	Highways & Transport Services	79,143	-7,663	71,480
33,806	-33,479	327	Public Health	41,164	-38,486	2,678
-3,599	-25,000	-28,599	Central Income & Expenditure	-10,592	-30,611	-41,203
2,016	-57	1,959	Communications	2,065	-31	2,034
8,792	-2,220	6,572	Finance	1,277	-340	937
8,535	-192	8,343	Human Resources & Org. Dev.	3,789	-360	3,429
27,487	-514	26,973	Information Management & Tech.	13,215	-444	12,771
4,924	-522	4,402	Legal Services	4,622	-567	4,055
4,760	-281	4,480	Democratic Services	4,726	-199	4,527
3,697	-621	3,076	Policy & Performance	1,729	-663	1,066
3,471	-107	3,364	Procurement	830		830
66,293	-9,769	56,524	Property	63,086	-6,569	56,517
			Orbis joint operating budget	38,850	-120	38,730
10,757	-5,215	5,542	Business Operations	-70		-70
1,765,674	-813,664	952,010	Cost of Services - continuing operations	1,751,911	-785,882	966,029

Comprehensive Income & Expenditure Statement

7 Restated year ended 31 March 2016			Year ended 31 March 2017			
Gross Expenditure £000	Income £000	Net Expenditure £000		Gross Expenditure £000	Income £000	Net Expenditure £000
1,765,674	-813,664	952,010	Cost of Services - continuing operations	1,751,911	-785,882	966,029
31,056	-31,994	-938	Other Operating Income & Expenditure (note 10)	29,988	-45,486	-15,498
204,961	-56,701	148,260	Financing & Investment Income & Expenditure (note 11)	235,738	-69,704	166,034
	-642,732	-642,732	Local Taxation (Note 12)		-670,312	-670,312
	-326,557	-326,557	General grants & contributions (note 12 and note 32)		-294,233	-294,233
	969,289	969,289	Taxation, general grants & contributions		-964,545	-964,545
2,001,691	-1,871,648	130,043	Surplus(-) or Deficit on Provision of Services	2,017,637	-1,865,617	152,020
		-111,165	(Surplus) or deficit on revaluation of non-current assets			-67,777
		-300,332	Remeasurement of the net defined benefit liability			275,768
		-411,497	Other Comprehensive Income & Expenditure			207,991
		-281,454	Total Comprehensive Income & Expenditure			360,011

2015/16 Restatement of Comprehensive Income & Expenditure Statement and Movement in Reserves Statement

The 2016/17 Code of Practice on Local Authority Accounting introduces the requirement for the council to report service segments based on the way in which it operates and manages services. This change ends the requirement for the service analysis in the Comprehensive Income & Expenditure Statement to be based on the definition of total cost and the service expenditure analysis in the Service Reporting Code of Practice (SeRCOP).

The objective of these changes is to allow the reporting requirements on the face of the Comprehensive Income and Expenditure Statement to align with how the council reports its performance internally to its management.

The 2015/16 figures presented here have restated the 2015/16 figures published in the 2015/16 Statement of Accounts into the new presentational requirements..

A further breakdown of a restatement to the 2015/16 Fire and Rescue service figures can be found in note 43 on page 107.

Movement in Reserves Statement

<u>2016/17</u>	General Fund and Earmarked Reserves £000	Capital Receipts Reserve £000	Capital Grants & Contributions & Contributions Unapplied £000	Total Usable Reserves £000	Unusable Reserves £000	Total Council Reserves £000
Balance at 31 March 2016	-192,298	-75,319	-49,491	-317,108	234,968	-82,140
(Surplus) or deficit on provision of services (accounting basis)	152,020			152,020		152,020
Other comprehensive income & expenditure					207,991	207,991
Total comprehensive income & expenditure	152,020			152,020	207,991	360,011
Adjustments between accounting basis & funding basis under regulations (note 8)	-120,390	-28,082	-27,545	-176,017	176,017	-
Increase/decrease in year	31,630	-28,082	-27,545	-23,997	384,008	360,011
Balance at 31 March 2017	-160,668	-103,401	-77,036	-341,105	618,976	277,871
2015/16 Restated						
Balance at 31 March 2015	-195,188	-30,475	-42,320	-267,983	467,297	199,314
(Surplus) or deficit on provision of services (accounting basis)	130,043			130,043		130,043
Other comprehensive income & expenditure					-411,497	-411,497
Total comprehensive income & expenditure	130,043			130,043	-411,497	-281,454
Adjustments between accounting basis & funding basis under regulations (note 8)	-127,153	-44,844	-7,171	-179,168	179,168	-
Increase/decrease in year	2,890	-44,844	-7,171	-49,125	-232,329	-281,454
Balance at 31 March 2016	-192,298	-75,319	-49,491	-317,108	234,968	-82,140

The Movement in Reserves Statement has been consolidated in line with new guidance in the Code. Previously Earmarked Reserves and the General Fund balances were reported in separate columns these have been consolidated into one column which means the row previously entitled 'transfers between earmarked reserves is now redundant and can be removed. The aim of this change is to simplify the MIRS to help make it more understandable to users of the accounts.



Balance Sheet

7

As at 31.03.2016 £000		Note:	As at 31.03.2017 £000
1,793,016	Property, plant & equipment	13	1,752,293
1,024	Heritage assets		1,024
62,850	Investment property	14	54,050
5,477	Intangible assets		7,016
3,190	Long term investments	16	46,735
28,694	Long term debtors	16	124,547
1,894,251	Long term assets		1,985,665
	Short Term:		
65,000	Investments	16	-
836	Intangible assets		785
24,160	Assets held for sale	19	10,850
1,369	Inventories		1,397
152,080	Short term debtors	17	144,710
	Cash & cash equivalents	18	56,120
243,445	Current Assets		213,862
	Short Term:		
-19,615	Cash & cash equivalents	18	-
-30,876	Borrowing	16	-140,699
-182,084	Creditors	20	-190,762
-3,053	Provisions	21	-4,277
-142	Revenue grants receipts in advance		-91
-281	Capital grants receipts in advance		-9,152
-7,623	Other current liabilities	36	-13,281
-243,674	Current liabilities		-358,262
-30,573	Provisions	21	-25,180
-397,798	Long term borrowing	16	-397,786
-1,383,511	Other long term liabilities	36	-1,696,170
-1,811,882	Long term liabilities		-2,119,136
82,140	Net assets/liabilities(-)		-277,871
-317,108	Usable reserves	9,22	-341,105
234,968	Unusable reserves	23	618,976
-82,140	Total Reserves		277,871

Cash Flow Statement

2015/16 £000		Note	2016/17 £000
130,043	Net surplus (-) / deficit on the provision of services		152,020
-226,061	Adjustments to net surplus / deficit on the provision of services for non-cash movements	41	-268,694
-23,674	Adjustments for items included in the net surplus / deficit on the provision of services that are investing and financing activities		-21,962
<u>-119,692</u>	Net cash flows from operating activities		<u>-138,636</u>
218,904	Purchase of property, plant & equipment, and investment property	42	131,401
-44,955	Proceeds from the sale of property, plant & equipment		-28,446
182,566	Payments for short-term and long-term investments		41,545
-222,738	Receipts of short-term and long-term investments		-65,000
13,465	Other receipts & expenditure from investing activities		85,648
<u>147,242</u>	Net cash flows from investing activities		<u>165,148</u>
6,955	Cash payments for the reduction of the outstanding liabilities relating to finance leases and on-balance sheet PFI contracts		7,564
51,154	Payments for short-term and long-term borrowing		166,589
-49,450	Receipts of short-term and long-term borrowing		-276,400
<u>8,659</u>	Net cash flows from financing activities		<u>-102,247</u>
36,208	Net increase (-) / decrease in cash & cash equivalents		-75,735
-16,593	Cash & cash equivalents at the beginning of the reporting period		19,615
<u>19,615</u>	Cash & cash equivalents at the end of the reporting period	18	<u>-56,120</u>

The cash flows from operating activities in 2016/17 include interest received of £5.1m (2015/16, £1.2m) and interest paid of £23.6m (2015/16, £27.2m).

Note 1. Accounting policies

Significant changes in accounting policies

The 2016/17 Code of Practice on Local Authority Accounting introduces the requirement for the council to report service segments based on the way in which it operates and manages services. This change ends the requirement for the service analysis in the Comprehensive Income & Expenditure Statement to be based on the definition of total cost and the service expenditure analysis in the Service Reporting Code of Practice (SeRCOP).

The objective of these changes is to allow the reporting requirements on the face of the Comprehensive Income and Expenditure Statement to align with how a local authority reports its performance internally to its management.

A new Expenditure and Funding Analysis (EFA) has been introduced that shows for each of the council's services a comparison of the net resources applied in the Comprehensive Income and Expenditure Statement compared to the net charge against council tax. The EFA promotes accountability and stewardship by providing this direct link between the Statement of Accounts and the budget outturn position on the General Fund.

i. General principles

The statement of accounts summarises the council's transactions for the 2016/17 financial year and its position at the year end 31 March 2017. The council is required to prepare an annual statement of accounts by the Accounts and Audit Regulations 2015. The Regulations require the statement of accounts 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 2016/17 supported by International Financial Reporting Standards (IFRS).

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.

ii. Recognition of income and expenditure

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

- Revenue (income) from the sale of goods and provision of services is recognised when the council transfers the goods or completes the delivery of a service, rather than when income is received.
- 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.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where income 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 and provision is made for bad and doubtful debts. 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.

Council tax and business rates

Council tax and business rate income included in the comprehensive income and expenditure statement as local taxation is the total of the:

- Precept on the collection funds of each billing authority; and
- The council's share of the actual surplus / deficit on the collection funds of each billing authority at the end of the current year, adjusted for the council's share of the surplus/deficit on the funds at the preceding year end that has not been distributed or recovered in the current year.

Regulations then dictate that the amount credited to the general fund must be equal to the amount precepted as part of the annual budget process (ie the cash flow for the year). Therefore an adjustment is posted to the general fund though the movement in reserves statement to the collection fund adjustment account to mitigate the accrual on the general fund.

The collection of council tax and business rates is an agency arrangement. The Code requires that the council recognises on its balance sheet its share of arrears, impairment allowance for bad debts, overpayments and prepayments and collection fund surplus and deficit for both council tax and business rates. For business rates, an appeals provision has also been created to cover successful appeals by ratepayers against business rates.

iii. Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature within 24 hours of the date of acquisition (mainly Money Market Funds and overnight investments) as these are considered to be readily convertible to known amounts of cash with insignificant risk of change in value.

In the Cash Flow Statement, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the council's cash management.

iv. Charges to revenue for non-current assets

Non-current assets are assets with physical substance that are held for use in the production or supply of goods and services, for rental to others, or for administrative purposes, and are expected to be used for more than one year.

Services, support services and trading accounts are debited with the following amounts to record the cost of holding non-current 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;
- amortisation of intangible assets attributable to the service.

The council is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisation. It is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement equal to an amount calculated on a prudent basis determined by the council in accordance with statutory guidance. This contribution is known as the Minimum Revenue Provision (MRP). Depreciation, revaluation and impairment losses and amortisation are therefore replaced by MRP 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.

v. Employee benefits

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, salaries, paid annual leave, paid sick leave, bonuses and non-monetary benefits for current employees. These benefits 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) 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 Surplus or Deficit on the Provision of Services but then reversed out through the Movement in Reserves Statement to the Accumulated Absences Account so that holiday benefits are charged to revenue in the financial year in which the holiday absence occurs.

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

Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund Balance to be charged with the amount payable by the council to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, appropriations are required to and from the pension reserve to remove the notional debits and credits for pension enhancement termination benefits and are replaced with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year end.

Post-employment benefits

Employees of the council may be members of four separate pension schemes:

- the Local Government Pension Scheme is administered by Surrey County Council;
- the Firefighters' Pension Scheme is administered by Surrey County Council;
- the Teachers' Pension Scheme is administered by Capita Teachers' Pensions on behalf of the Department for Education (DfE);
- the National Health Service (NHS) Pension Scheme is administered by the NHS

The schemes provide defined benefits to members (retirement lump sums and pensions), earned as employees work for the council. The local government scheme is funded whereas the firefighter scheme is unfunded meaning that liabilities are recognised when awards are made and hence there are no investment assets; cash has to be built up to meet actual pension payments as they fall due (net of contributions from active members and government grant). Deficits on the Firefighters' Pension Scheme are covered by a government grant received each year from the Department for Communities & Local Government.

The teachers' pension scheme and the NHS pension scheme are administered nationally and arrangements mean that liabilities for these benefits cannot ordinarily be identified specifically to the council. Therefore, both scheme are accounted for as if they were defined contribution schemes and no liability for future payments of benefits is recognised in the Balance Sheet. The relevant service line in the Comprehensive Income and Expenditure Statement is charged with the employer's contributions payable in year.

Notes to the Accounts

The Local Government Pension Scheme (LGPS) & The Firefighters' Pension Scheme

The Local Government Pension Scheme and the Firefighters' Scheme are administered by Surrey County Council and are accounted for as a defined benefits scheme:

- liabilities of the pension funds attributable to the council are included in the Balance Sheet on an actuarial basis using the projected unit method (i.e. an assessment of the 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 for current employees);
- liabilities are discounted to their value at current prices, using a discount rate of 3.5%.

The assets of the pension funds attributable to the council are included in the Balance Sheet at their fair value:

- quoted securities – current bid price;
- unquoted securities – professional estimate;
- unitised securities – current bid price;
- property – market value.

The change in the net pensions' liability is analysed into the following components:

- Service cost comprising:
 - current service cost – The increase in the present value of the defined benefit obligation resulting from employee service in the current period. The cost to the employer of benefits accruing over the period are 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 are debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs;
 - net interest on the defined benefit liability – the net interest expense for the council. The change during the period in the net defined benefit liability that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement. This is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability at the beginning of the period – taking into account any changes in the net defined benefit liability as a result of contribution and benefit payments.

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- Remeasurements comprising:
 - return on plan assets – excluding amounts included in the net interest on the net defined liability are charged to the Pension Reserve as other comprehensive income and expenditure;
 - actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions are charged to the Pensions Reserve as other comprehensive income and expenditure.
- Contributions paid to the pension funds – cash paid as employer’s contributions to the pension fund in settlement of liabilities are not accounted for as an expense.

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 for retirement benefits. In the Movement in Reserves Statement, appropriations are made to and from the pension 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 pension 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.

Discretionary benefits

The council does not make discretionary awards of retirement benefits in the event of early retirements. Any liabilities estimated to arise as a result of an award to teachers 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.

vi. 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
- 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.

vii. Financial instruments

Financial liabilities

Financial liabilities are recognised on the Balance Sheet when the council becomes a party to the contractual provisions of a financial instrument. Initially liabilities are measured at fair value and are carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

For most of the borrowings that the council has the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest) and interest charged to the Comprehensive

Notes to the Accounts

Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

The council entered into a Lender Option Borrower Option (LOBO) loan in 2003/04. The lender converted this into a fixed long-term loan during 2016/17. The loan is carried on the balance sheet at a higher amortised cost than the outstanding principal and interest is charged at a marginally higher effective rate of interest than the rate of interest payable to the lender. This is to smooth the effect of previous stepped interest rate changes over the life of the loan.

Financial assets

Loans and receivables

Loans and receivables 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), the interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

viii. Fair value measurement

The authority measures some of its non-financial assets such as surplus assets and investment properties and some of its financial instruments such as equity shareholdings at fair value at each reporting date. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either:

- a) in the principal market for the asset or liability, or
- b) in the absence of a principal market, in the most advantageous market for the asset or liability.

The authority measures the fair value of an asset or liability using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

When measuring the fair value of a non-financial asset, the authority takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The authority uses valuation techniques that are appropriate in the circumstances and for which sufficient data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

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Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the authority's financial statements are categorised within the fair value hierarchy, as follows:

Level 1 – quoted prices (unadjusted) in active markets for identical assets or liabilities that the authority can access at the measurement date

Level 2 – inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly

Level 3 – unobservable inputs for the asset or liability.

ix. 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 result in the return of the grant or contribution to the grantor unless the specified use for the grant or contribution is met.

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 (i.e. will be expended as intended) 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.

x. Interests in companies and joint operations

Where the council has the power to exercise significant control or influence over another economic entity, the relationship with that organisation will be assessed to determine if that organisation should be part of the Surrey County Council group for accounting purposes. The requirement to produce group accounts will be based on qualitative factors as well as materiality levels based on the level of transactions between the council and all the organisations in the group.

The council has determined that it exerts significant control over S.E. Business Services Limited, Surrey Choices Limited and Halsey Garton Limited as these are all Local Authority Trading Companies wholly owned by the council.

In 2016/17 group accounts have been produced due to material balances held by subsidiary companies. In order to provide a full picture of the financial performance of the group, group accounts have been produced for 2016/17.

The single entity county council accounts include the value of shares in subsidiary companies as long-term investments, long-term loans provided to the subsidiaries are held as long-term loans and any debtor and creditor balances between the council and the subsidiaries are also included within the relevant balance. In the group accounts, the single entity county council accounts are combined with the accounts of the subsidiary companies and any intra-group transactions and balances are excluded as part of the consolidation process to give the overall group position.

Notes to the Accounts

Joint operations are arrangements where the parties that have joint control of the arrangement have rights to the assets and obligations for the liabilities relating to the arrangement. The activities undertaken by the Authority in conjunction with other joint operators involve the use of the assets and resources of those joint operators.

In relation to its interest in a joint operation, the Authority as a joint operator recognises:

- its assets, including its share of any assets held jointly
- its liabilities, including its share of any liabilities incurred jointly
- its revenue from the sale of its share of the output arising from the joint operation
- its share of the revenue from the sale of the output by the joint operation
- its expenses, including its share of any expenses incurred jointly.

In April 2015 the Surrey Better Care Fund was established. This is a joint operation between the council and seven NHS Clinical Commissioning Groups to provide integrated healthcare and support within the area. The council is the lead partner in the fund but shares control with each partner and as such will account for its share of assets, liabilities, revenue and expenditure in the accounts.

The council is also part of five other minor pooled budget arrangements with NHS bodies to provide services in the local area.

The council is part of a partnership with East Sussex County Council and Brighton & Hove City Council that aims to provide business services to the public sector. The Orbis Partnership incorporates Human Resources and Organisational Development, Property, IT, Procurement, Finance (including Internal Audit), and Business Operations (Shared Services).

The partnership is established under a Joint Committee. The Joint Committee is responsible for delivering services from a Joint Operating budget. During 2016/17 Surrey County Council and East Sussex County Council contributed to the Joint Operating budget in proportion to their service delivery requirements, which were 70% and 30% respectively.

xi. 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 otherwise 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.

The council does not have any material finance leases

The council as lessee

Operating leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefitting 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).

The council as lessor

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 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

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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.

xii. Overheads and support services

The costs of overheads and support services are charged to service segments in accordance with the authority's arrangements for accountability and financial performance. As support services are included as service lines in management reporting arrangements they also appear on the face of the Income Expenditure Statement rather than recharged over front line services, except a small proportion charged to Public Health and Commercial Services.

xiii. Private Finance Initiative (PFI) and similar contracts

PFI and similar contracts are agreements to receive services, where the responsibility for making available the property, plant and equipment needed to provide the services passes to the PFI contractor. As the council is deemed to control the services that are provided under its PFI schemes, and as ownership of the property, plant and equipment will pass to the council at the end of the contracts for no additional charge, the council carries the assets used under the contracts on its Balance Sheet as part of property, plant and equipment.

The original recognition of these assets at fair value (based on the cost to purchase the property, plant and equipment) is balanced by the recognition of a liability for amounts due to the scheme operator to pay for the capital investment. Non-current assets recognised on the Balance Sheet are re-valued and depreciated in the same way as property, plant and equipment owned by the council. The amounts payable to the PFI operators each year are analysed into five elements:

- **fair value of the services received during the year** is debited to the relevant service in the Comprehensive Income and Expenditure Statement;
- **finance cost** is an interest charge on the outstanding Balance Sheet liability, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement;
- **contingent rent** is an increase in the amount to be paid for the property arising during the contract, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement;
- **payment towards liability** is applied to write down the Balance Sheet liability towards the PFI operator (the profile of write-downs is calculated using the same principles as for a finance lease);
- **lifecycle replacement costs** reflect a proportion of the amounts payable to be posted to the Balance Sheet as a prepayment and then recognised as additions to property, plant and equipment when the relevant works are eventually carried out.

The council currently has three PFI contracts and one similar long-term contract, namely;

- Anchor Homes
- Waste
- Street Lighting
- Care UK

xiv. Property, plant and equipment (including assets held for sale)

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 are expected to be used during more than one financial year are classified as property, plant and equipment.

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.

The council has adopted a de-minimis limit of £10,000 for vehicles, equipment & plant, and £50,000 for buildings and other assets, below which assets and expenditure on the enhancement of assets - will not be maintained on the asset register nor held on the balance sheet. No formal de minimis limit applies to infrastructure assets.

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;

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). 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.

Donated assets are measured initially at fair value. The difference between fair value and any consideration paid is credited to the Taxation and Non-specific Grant Income line of the Comprehensive Income and Expenditure Statement, unless the donation has been made conditionally. Until conditions are satisfied, the gain is held in the Donated Assets Account. Where gains are credited to the Comprehensive Income and Expenditure Statement they are reversed out of the General Fund Balance to the Capital Adjustment Account in the Movement in Reserves Statement.

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

- infrastructure, community assets and assets under construction are held at depreciated historical cost;
- school buildings and fire stations are held at current value but because of their specialist nature, are measured at depreciated replacement cost which is used as an estimate of current value
- surplus assets are held at fair value estimated at highest and best use from a market participant's perspective
- all other assets are held at current value determined as the amount that would be paid for the asset in its existing use.

For non-property assets (vehicles, equipment and plant) that have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for current value.

Assets included in the Balance Sheet at current value are re-valued sufficiently regularly to ensure that their carrying amount is not materially different from their current value at the year-end, but as a minimum every five years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains (exceptionally, gains might be credited to the Surplus or Deficit on the Provision of Services where they arise from the reversal of a loss previously charged to a service). Where decreases in value are identified, they are accounted for as follows:

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- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains);
- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant 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.

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 impairment losses are identified they are accounted for in the same way as for a revaluation loss.

Where an impairment loss is reversed subsequently the reversal is credited to the relevant service line 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.

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, community assets and heritage assets) and assets that are not yet available for use (i.e. assets under construction).

Depreciation is calculated on the following bases:

- buildings use a straight-line allocation over the useful life of the property as estimated by the valuer; usually up to 40 years.
- vehicles, plant, furniture and equipment use a straight-line allocation over the useful life of the asset as estimated by a suitably qualified officer. This can be between 3 and 15 years depending on the type of asset.
- infrastructure assets use a straight-line allocation over the useful life of the asset as estimated by a suitably qualified officer. This can be 7 years for minor works and up to 40 years for bridge strengthening.

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.

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 re-valued 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.

Notes to the Accounts

If assets no longer meet the criteria to be classified as 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, amortisation or revaluations that would have been recognised had they not been classified as held for sale and their recoverable amount at the date of the decision not to sell.

Assets that are to be abandoned or scrapped are not reclassified as assets held for sale. When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether property, plant and equipment or assets held for sale) is charged as an impairment to the Other Operating Income & Expenditure line in the Comprehensive Income and Expenditure Statement. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement 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). The asset is then derecognised at zero value. 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, are 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 noncurrent 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.

For schools that have attained Academy status and disengaged from the council, the net book value of the land and building is de-recognised from the Balance Sheet through a charge to the Investing & Financing Income & Expenditure line the Comprehensive Income & Expenditure Statement and then reversed out to the Capital Adjustment Account through the Movement in Reserve Statement to ensure there is no impact on the General Fund. .

xv. Investment properties

Investment properties are used solely to earn rentals and/or for capital appreciation and hence the criteria is not met if the property is used in any way to facilitate the delivery of services or the production of goods or is held for sale. Investment properties are measured initially at cost and subsequently at fair value, which is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. Investment properties are not depreciated but are re-valued annually according to market conditions at year end with gains and losses on revaluation being posted to the Financing and Investment Income line in the Comprehensive Income and Expenditure Statement; the same treatment is applied to gains and losses on disposals.

Net rental income received is 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. These 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.

xvi. Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors

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

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the authority's financial position or financial performance. Where a change is

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made, it is applied retrospectively (unless stated otherwise) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.

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

xvii. Provisions, contingent liabilities and contingent assets

Provisions

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 recognised as income for the relevant service only if it is certain that reimbursement will be received if the council settles the obligation.

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.

xviii. 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. 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.

xix. Revenue expenditure funded from capital under statute

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 is charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement. 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.

xx. Value Added Tax (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, unless it is a rebate from previous years.

Note 2: Critical judgements in applying accounting policies

In applying the accounting policies set out in Note 1, 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 outlined below:

Issue	Judgement
Local government funding	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 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.
Grant conditions	The council reviews its grants and contributions annually and where the contributions are conditional upon the money being expended in a specific way and the council is satisfied initially that the money could be expended as intended it is set aside in usable reserves (either earmarked revenue or capital unapplied) to be drawn down at a future date. Should circumstances change whereby the council decides that money can no longer be deployed as specified it would be transferred to receipts in advance prior to being refunded.
Fair value measurement of surplus assets	In 2015/16 the council's valuers, Bruton Knowles, valued 54 surplus assets in line with the fair value measurement requirements of IAS13 as part of the rolling valuation programme. A further 48 assets were valued at fair value by qualified council staff. It is judged that this method provides the council with a materially accurate valuation of the surplus asset portfolio without the expense of having every minor asset in the portfolio valued.
Schools accounting	<p>The Code specifies that under accounting definitions local authority maintained schools (community, foundation, voluntary aided and voluntary controlled, but not academies or free schools) are separate entities under the control of local authorities for financial reporting purposes and meet the criteria for producing group accounts. However, in order to simplify the consolidation process and to avoid consolidating a considerable number of smaller entities the Code of Practice also confirms that the definition of the single entity financial statements includes all transactions of local authority schools (income, expenditure, assets, liabilities, reserves and cash flows) so instead of being consolidated in group accounts they are consolidated in the main county council accounts.</p> <p>The school as an entity means the management of the school ie the governing body including the headteacher and the resources it controls rather than the physical fabric of the buildings and grounds. Whether the school as an entity includes the premises and land that the schools operate from will depend on whether these assets are controlled by the school management using the relevant recognition tests for non-current assets included in the Code.</p> <p>In line with guidance produced by CIPFA for recognising school non-current assets, the council has determined that all foundation schools meet the recognition requirements in the code for Property, Plant and Equipment and has recognised these assets on the balance sheet.</p>

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The council has also determined, in line with the CIPFA guidance, that the voluntary aided schools in the county do not need to be recognised on the balance sheet. This is because, theoretically, the religious body could take away the right of the council to use the asset and therefore it does not meet the recognition requirements of the code. The council has reviewed the voluntary aided arrangements in the county with the relevant Dioceses and has not come across any examples that contradict this view.

The non-current assets of Foundation schools that convert to academy status are impaired to nil and an impairment charge is made against the Financing and Investment Income and Expenditure line in the Comprehensive Income & Expenditure Statement. The impairment charge is then reserved out of the general fund and applied against the capital adjustment account (CAA) through the movement in reserves statement. This ensures that the taxpayer is not double charged for the same asset and is consistent with the statutory accounting regulations for charges against the general fund.

PFI and similar contracts

The council is deemed to control the services provided under outsourcing agreements, and has an interest in the assets at the end of the agreement, for four contracts:

- In 1998 the council entered into a long-term contract with Anchor Trust for the purchase of residential and day care for the elderly in 17 homes previously operated by the council.
- In 2002 the council entered into a further long-term contract for the provision of 7 residential and day care homes with Care UK.
- In 1999 the council entered into a 25-year contract for waste disposal with Surrey Waste Management.
- In 2010 the council entered into a long term contract with Skanska John Laing for street lighting services, the contracts includes the replacement or refurbishment of all street lights in Surrey and continued maintenance of the lights for the duration of the contract.

The accounting policies for PFI schemes and similar contracts have been applied to these arrangements and the assets are recognised as property, plant and equipment on the council's Balance Sheet (see note 37 for additional details).

The waste disposal PFI includes investment in a number of waste disposal assets. These have all been recognised on the council's balance sheet including an asset under construction of £53.8m for the Eco Park as at 31 March 2017 (£37.0m as at 31 March 2016).

Interests in other entities

The council has considered all its relationships and interests in other entities and has determined that it has the ability to control or significant influence the economic activities of following organisations:

- S.E. Business Services Ltd - is a Local Authority Trading Company wholly owned by the council. The company was set up for the provision of business services and was incorporated on 20 June 2013. The economic activity of this company has been incorporated into the group accounts.
- Surrey Choices Ltd - is a Local Authority Trading Company wholly

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owned by the council. The company was set up for the delivery of day services and community support options for people with disabilities and older people. The company was incorporated on 10 March 2014 but did not begin trading until August 2014. The economic activity of this company has been incorporated into the group accounts.

- Halsey Garton Ltd – is a Local Authority Trading Company wholly owned by the council to make property investments. It is a holding company and has three subsidiaries; Halsey Garton Investments Ltd, Halsey Garton Developments Ltd and Halsey Garton Residential Ltd. During 2015/16 only the holding company and Halsey Garton Investments Ltd were active and trading and therefore only the economic activity of these companies has been incorporated into the group accounts.
- Henrietta Parker Trust - the council does exercise control over the Henrietta Parker Trust, the income of which supports adult learning. However, the economic activity of this trust fund is not deemed material and therefore the council has not been incorporated into the group accounts

Income and Expenditure Statement - 2015/16 Restatements

The 2015/16 figures in the I&E statements have been restated to take account of any organisational restructures that took place during 2016/17. This ensures the figures are produced on a consistent basis and year on year comparisons can be made.

2016/17 is the first year the Orbis joint operating budget with East Sussex County Council has been in operation. The joint budget funds shared business services (IT, HR, Finance, Procurement, Property Services and Business Operations) at each council. Each council also maintains some sovereign costs in each of these areas that is not funded by the joint budget.

The introduction of the joint budget is a fundamental change in service delivery rather than a restructure of services, therefore the 2015/16 figures have not been restated into the new service delivery model. It is felt that it would mislead users of the accounts if comparator figures were provided for costs which the joint budget would have hypothetically funded if it was operation in 2015/16. The figures in the Comprehensive Income & Expenditure Statement reflect the reality of the change in service delivery and comparisons between years can be made at the overall Business Services level.

Carrying value of assets not revalued in 2016/17

The council revalues its land & buildings assets on a 5 year rolling programme. This is permitted under the Code provided that the carrying value of the assets on the balance sheet is not materially different to the current value at the balance sheet date.

In consultation with the council's valuers, the council has determined that whilst there have been inflationary pressures in the market that would increase the value of assets valued at Depreciated Replacement Cost, such as schools, these increases would be mitigated by depreciation to the asset over the relevant period. This means that the values are unlikely to be materially different at the balance sheet date.

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

The Statement of Accounts contains estimated figures based on assumptions about the future or that are otherwise uncertain. Estimates take into account historical experience, current trends and other relevant factors. In addition, contingent assets and liabilities, which are not reflected in the statements, are assessed and any material items are disclosed in note 40.

The items in the council's Balance Sheet at 31 March 2017 for which significant assumptions have been made are set out in the table that follows:

Item	Uncertainties	Effect if actual results differ from assumptions
Property, Plant and Equipment	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain whether authorities will be able to sustain spending on repairs and maintenance, bringing into question the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for buildings would increase by around £1.3m for every year that useful lives had to be reduced.
Pensions Liability	The council's actuary advises on the sensitivity analysis to be applied to the calculation for estimating the net pension liability. The calculation is dependent upon a number of complex judgements relating to: the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets.	The effects on the net pension liability of changes in individual assumptions can be measured. For instance, a decrease of 0.5% in the real discount rate would result in an increase in the pension liability of £268.9m for the LGPS and £59.7m for the firefighters' pension fund. A 1 year increase in member life expectancy would potentially result in an increase in the pension liability of up to £134.5m for the LGPS and £15.4m for the firefighters' pension fund.
Debtors	At 31 March 2017, the council had a balance of £161.0m on short term debtors (including government grants, receipts in advance and the council's share of Council Tax and Business Rates debtors). A credit risk review suggested that an impairment level of £16.9m for doubtful debts was sufficient.	Debtors are monitored regularly and should general debtors rise in 2017/18 the council may consider raising its provision for bad and doubtful debt. This provision is reviewed quarterly.

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Fair value measurements

When the fair values of assets and liabilities cannot be measured based on quoted prices in active markets (ie Level 1 inputs), their fair value is measured using valuation techniques. Where possible, the inputs to these valuation techniques are based on observable data, but where this is not possible judgement is required in establishing fair values. These judgements typically include considerations such as uncertainty and risk. However, changes in the assumptions used could affect the fair value of the authority's assets.

Where Level 1 inputs are not available, the authority employs relevant experts to identify the most appropriate valuation techniques to determine fair value (for example the investment properties and surplus asset valuations are done by expert firms).

The authority uses a combination of valuation techniques to measure the fair value of some of its investment properties and surplus assets. These include comparable open market value, floor areas, tenancies, rent reviews, planning and all other ongoing management issues.

Significant changes in any of the observable inputs would result in a significantly lower or higher fair value measurement for the investment properties and surplus assets

Note 4: Material items of income and expenditure

Included in the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement (CIES) is a disposal of £113.0m related to the derecognition of academy schools (£74.4m in 2015/16). When a school changes status to an academy, the ownership of the land and buildings transfers from the council to the school. The assets are written out of the balance sheet and an accounting adjustment is made against the Financing and Investment line in the CIES. During 2016/17, 25 schools transferred to academy status (14 in 2015/16).

Included in the CIES is also a £33m adjustment spread across all the service headings for the current service cost of pensions required under International Accounting Standard 19 compared to actual employer pension contributions paid.

During the year the council incurred the following capital expenditure as part of the long-term capital strategy:

- £108.8m in long-term loans to Halsey Garton Property Ltd. Included as a long term debtor on the balance sheet.
- £41.5m equity investment in Halsey Garton Property Ltd. Included as a long term investment on the balance sheet.

Note 5: Events after the balance sheet date

The statement of accounts will be authorised for issue by the chief finance officer in July 2017. The statement of accounts is adjusted to reflect events after the Balance Sheet date, 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 that provide evidence of conditions that existed at the end of the reporting period, unless deemed insignificant to the true and fair view of the council's assets and liabilities.

Those events taking place after the date of authorisation for issue will not be reflected in the statement of accounts.

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Note 6: Expenditure and Funding Analysis

	As reported for resource management in outturn report	Adjustments to arrive at the net amount chargeable to the General Fund	Net Expenditure Chargeable to the general fund	Adjustments between the funding and accounting basis (Note 6a)	Net expenditure in the Comprehensive Income & Expenditure Statement
	£000	£000	£000	£000	£000
2016/17					
Economic Growth	949		949	41	990
Strategic Leadership	907		907	73	980
Adult Social Care	381,943	383	382,326	2,916	385,242
Children's Service	103,090	1,228	104,318	1,816	106,134
Commissioning & Prevention	40,086	447	40,533	2,638	43,171
Schools and SEND	62,636	1,797	64,433	59,522	123,955
Delegated Schools Budget*	479	6,127	6,606	3,069	9,675
Community Partnership & Safety	2,368	2	2,370	90	2,460
Coroner	1,585		1,585	24	1,609
Cultural Services	9,087	-109	8,978	2,252	11,230
Customer Services	3,299		3,299	231	3,530
Directorate Support (Com)	855		855	73	928
Emergency Management	403	36	439	35	474
Magna Carta					
Surrey Fire & Rescue Service	32,824	-21	32,803	-2,249	30,554
Trading Standards	1,975	-95	1,880	226	2,106
Environment & Planning	80,378	1,003	81,381	3,829	85,210
Highways & Transport Services	43,713	-6,355	37,358	32,157	69,515
Public Health*		2,674	2,674	4	2,678
Central Income & Expenditure**	41,890	-64,795	-22,905	-18,298	-41,203
Communications	2,012	-77	1,935	99	2,034
Finance	2,206	-1,269	937		937
Human Resources & Org. Dev.	3,558	1,728	5,286	108	5,394
Information Management & Tech.	11,727	-1,908	9,819	2,952	12,771
Legal Services	3,824	-5	3,819	236	4,055
Democratic Services	4,364	26	4,390	137	4,527
Policy & Performance	1,500	118	1,618	-552	1,066
Procurement	787	-12	775	55	830
Property	16,821	-384	16,437	40,080	56,517
Orbis Joint Operating Budget	35,288	-3	35,285	3,445	38,730
Business Operations	-54	-25	-79	9	-70
	890,500	-59,489	831,011	135,018	966,029
Other income & expenditure	-872,479	73,098	-799,381	-14,628	-814,009
Surplus or deficit	18,021	13,609	31,630	120,390	152,020

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Comparator information showing the 2015/16 Expenditure and Funding is below:

2015/16	As reported for resource management in outturn report	Adjustments to arrive at the net amount chargeable to the General Fund	Net Expenditure Chargeable to the general fund	Adjustments between the funding and accounting basis (Note 6a)	Net expenditure in the Comprehensive Income & Expenditure Statement
	£000	£000	£000	£000	£000
Economic Growth	1,179		1,179	49	1,228
Strategic Leadership	428		428	39	467
Adult Social Care	372,642	-2,091	370,551	4,649	375,200
Children's Service	93,095	-524	92,571	3,840	96,411
Commissioning & Prevention	32,996	811	33,807	3,299	37,106
Schools and SEND	59,768	-1,238	58,530	79,969	138,499
Delegated Schools Budget*		-4,670	-4,670	5,845	1,176
Community Partnership & Safety	2,771		2,771	137	2,908
Coroner	1,435		1,435	34	1,469
Cultural Services	9,256	223	9,479	1,633	11,111
Customer Services	3,284		3,284	333	3,617
Directorate Support (Com)	967		967	107	1,074
Emergency Management	471	47	518	51	569
Magna Carta	610		610	5	615
Surrey Fire & Rescue Service	34,541	-1,664	32,877	-1,001	31,876
Trading Standards	2,041	-37	2,004	334	2,338
Environment & Planning	80,601	1,069	81,670	3,859	85,528
Highways & Transport Services	43,529	-6,710	36,819	30,417	67,236
Public Health*	324	-12	312	15	327
Central Income & Expenditure**	53,190	-56,884	-3,694	-24,906	-28,600
Communications	1,940	-96	1,844	114	1,959
Finance	7,538	-1,577	5,961	609	6,571
Human Resources & Org. Dev.	7,896	548	8,444	521	8,965
Information Management & Tech.	24,771	-1,799	22,974	4,001	26,975
Legal Services	4,067		4,067	335	4,402
Democratic Services	4,315	-33	4,282	197	4,479
Policy & Performance	2,318	489	2,807	268	3,075
Procurement	3,065	-16	3,049	316	3,365
Property	26,485	-349	26,136	30,388	56,524
Business Operations	4,480	256	4,736	806	5,541
	880,003	-74,256	805,747	146,263	952,010
Other income & expenditure	-883,613	80,756	-802,857	19,110	-821,976
Surplus or deficit	-3,610	6,500	2,890	127,153	130,043

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General fund balance (including earmarked) reserves reconciliation

2015/16 £000		2016/17 £000
	Opening general fund balance (including earmarked reserves)	-192,298
-195,188		
<u>2,890</u>	Deficit on general fund	<u>31,630</u>
	Closing general fund balance (including earmarked reserves)	
<u>-192,298</u>		<u>-160,668</u>

*Delegated schools budget and Public Health expenditure is reported net of specific grants

** For Central Income and Expenditure the adjustment to arrive at the general fund position is required to get from the outturn position reported to Cabinet to a position that is compliant with the Code for financial accounting purposes. For example, interest payable is reported within Central Income & Expenditure in the outturn report but reported under 'Other Income & Expenditure' in the accounts.

Note 6a: Note to the Expenditure and Funding Analysis

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	Adjustments for Capital Purposes (Note 1)	Net change for the Pensions Adjustments (Note 2)	Other Differences (Note 3)	Total Adjustments
2016/17	£000	£000	£000	£000
Economic Growth		41		41
Strategic Leadership		69	4	73
Adult Social Care	-1,545	4,415	46	2,916
Children's Service	102	1,694	20	1,816
Commissioning & Prevention	685	1,848	105	2,638
Schools and SEND	54,555	2,206	2,761	59,522
Delegated Schools Budget	223	2,846		3,069
Community Partnership & Safety		90		90
Coroner		24		24
Cultural Services	1,050	1,142	60	2,252
Customer Services		230	1	231
Directorate Support (Com)		73		73
Emergency Management		35		35
Surrey Fire & Rescue Service	1,395	-3,648	4	-2,249
Trading Standards		226		226
Environment & Planning	3,108	726	-5	3,829
Highways & Transport Services	31,095	1,049	13	32,157
Public Health		5	-1	4
Central Income & Expenditure	-18,298			-18,298
Communications		98	1	99
Finance				
Human Resources & Org. Dev.		108		108
Information Management & Tech.	2,887	65		2,952
Legal Services		235	1	236
Democratic Services		137		137
Policy & Performance	-662	113	-3	-552
Procurement		55		55
Property	40,044	36		40,080
Orbis Joint Operating Budget		3,669	-224	3,445
Business Operations		9		9
Net cost of service	114,639	17,596	2,783	135,018
Other income & expenditure	-32,319	15,731	1,960	-14,628
Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure surplus or deficit	82,320	33,327	4,743	120,390

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Comparator information relating to the 2015/16 adjustments between accounting basis and funding basis under regulations is provided in the table below:

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement amounts	Adjustments for Capital Purposes (Note 1)	Net change for the Pensions Adjustments (Note 2)	Other Differences (Note 3)	Total Adjustments
2015/16	£000	£000	£000	£000
Economic Growth		49		49
Strategic Leadership		39		39
Adult Social Care	-1,607	6,321	-65	4,649
Children's Service	927	2,888	25	3,840
Commissioning & Prevention	95	3,209	-5	3,299
Schools and SEND	76,928	3,071	-30	79,969
Delegated Schools Budget	197	7,694	-2,046	5,845
Community Partnership & Safety		137		137
Coroner		33		33
Cultural Services	24	1,588	21	1,633
Customer Services		332	1	333
Directorate Support (Com)		109	-2	107
Emergency Management		52		52
Magna Carta		5		5
Surrey Fire & Rescue Service	1,068	-2,067	-2	-1,001
Trading Standards		329	5	334
Environment & Planning	2,730	1,129		3,859
Highways & Transport Services	29,120	1,296		30,416
Public Health		15		15
Central Income & Expenditure	-24,906			-24,906
Communications		115		115
Finance		612	-3	609
Human Resources & Org. Dev.		523	-2	521
Information Management & Tech.	2,850	1,143	7	4,000
Legal Services		335		335
Democratic Services		197		197
Policy & Performance	44	224		268
Procurement		317	-1	316
Property	29,504	880	4	30,388
Business Operations		806	1	807
Net cost of service	116,974	31,381	-2,092	146,263
Other income & expenditure	-44,744	23,608	2,026	-19,110
Difference between General Fund surplus or deficit and Comprehensive Income and Expenditure surplus or deficit	72,230	54,989	-66	127,153

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Note 1: Adjustments for Capital Purposes

This column adds in depreciation and impairment and revaluation gains and losses in the services line, and for:

Other operating expenditure – adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.

Financing and investment income and expenditure – the statutory charges for capital financing ie Minimum Revenue Provision and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.

Taxation and non-specific grant income and expenditure –

- Capital grants are adjusted for income not chargeable under generally accepted accounting practices.
- Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year.
- The Taxation and Non Specific Grant Income and Expenditure line is credited with capital grants receivable in the year without conditions or for which conditions were satisfied in the year.

Note 2: Net Change for the Pensions Adjustments

Net change for the removal of pension contributions and the addition of IAS 19 Employee Benefits pension related expenditure and income:

For services this represents the removal of the employer pension contributions made by the authority as allowed by statute and the replacement with current service costs and past service costs.

For Financing and investment income and expenditure - the net interest on the defined benefit liability is charged to the CIES.

Note 3: Other Differences

Other differences between amounts debited/credited to the Comprehensive Income and Expenditure Statement and amounts payable/receivable to be recognised under statute:

For Financing and investment income and expenditure the other differences column recognises adjustments to the General Fund for the timing differences for premiums and discounts.

The charge under **Taxation and non-specific grant income and expenditure** represents the difference between what is chargeable under statutory regulations for council tax and NDR that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.

Note 6b: Customer income - segmental analysis

The table below provides a breakdown of income received from external customers broken down by service segments.

2015/16 £000	Service	2016/17 £000
-16	Economic Growth	-7
-48,061	Adult Social Care	-51,923
-277	Children's Service	-186
-3,141	Commissioning & Prevention	-3,678
-32,307	Schools and SEND	-34,462
-17,034	Delegated Schools Budget	-17,357
-300	Community Partnership & Safety	-327
-8,178	Cultural Services	-8,715
-29	Customer Services	-1
-171	Directorate Support (Com)	-174
-2	Emergency Management	-4
-462	Surrey Fire & Rescue Service	-438
-1,178	Trading Standards	-1,189
-4,472	Environment & Planning	-3,780
-6,681	Highways & Transport Services	-7,974
-32	Communications	-31
-1,552	Finance	-1,491
-30	Human Resources & Org. Dev.	-6
26	Information Management & Tech.	-45
-323	Legal & Democratic Services	-275
-3,354	Property	-2,180
-1,382	Orbis Joint Operating Budget	-3,606
<u>-128,956</u>	Total	<u>-137,849</u>

Note 7: Income and expenditure analysed by nature

The council's income and expenditure is analysed as follows:

2015/16		2016/17
£000	Expenditure	£000
545,405	Employee benefits expenses	516,119
142,488	Staff expenditure at Voluntary Aided and Foundation schools	126,461
226,521	Depreciation, amortisation and impairment	230,073
963,185	Other service expenses	1,022,529
122,981	Interest payments	121,378
1,111	Precepts and levies	1,077
2,001,691	Total expenditure	2,017,637
	Income	
-977,339	Government grant and contributions	-891,341
-193,155	Fees, charges and other service income	-219,535
-1,723	Gain or loss on disposal of non-current assets	-14,725
-642,732	Income from council tax and business rates	-670,312
-56,699	Interest and investment income	-69,704
-1,871,648	Total income	-1,865,617
130,043	Deficit on the provision of services	152,020

Note 8: Adjustments between accounting basis and funding basis under regulations

This note sets out the adjustments that are made to the total comprehensive income and expenditure recognised by the council in the 2015/16 financial year in accordance with proper accounting practice to arrive at the resources that are specified by statutory provisions as being available to the council to meet future capital and revenue expenditure. The following sets out a description of the reserves that the adjustments are made against.

General Fund Balance

The General Fund is the statutory fund into which all the receipts of an authority are required to be paid and out of which all liabilities of the authority are to be met, except to the extent that statutory rules might provide otherwise. These rules can also specify the financial year in which liabilities and payments should impact on the General Fund Balance, which is not necessarily in accordance with proper accounting practice. The General Fund Balance therefore summarises the resources that the Council is statutorily empowered to spend on its services or on capital investment (or the deficit of resources that the Council is required to recover) at the end of the financial year.

Capital Receipts Reserve

The Capital Receipts Reserve holds the proceeds from the disposal of land or other assets, which are restricted by statute from being used other than to fund new capital expenditure or to be set aside to finance historical capital expenditure. The balance on the reserve shows the resources that have yet to be applied for these purposes at the year-end.

Capital Grants Unapplied

The Capital Grants Unapplied Account (Reserve) holds the grants and contributions received towards capital projects for which the Council has met the conditions that would otherwise require repayment of the monies but which have yet to be applied to meet expenditure. The balance is restricted by grant terms as to the capital expenditure against which it can be applied and/or the financial year in which this can take place.

Notes to the Accounts

2016/17

Adjustments to the Revenue Resources

Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:

	£000	£000	£000
Pension costs (transferred to Pension Reserve)	-33,328		
Council tax and business rates (transfers to Collection Fund)	-1,962		
Holiday pay (transferred to the Accumulated Absences Reserve)	-2,778		
Financial Instruments (Financial Instrument Reserve)	18		

Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account):

Charges for depreciation, impairment of non-current assets and de minimis expenditure	-90,367		
Revaluation losses on property, plant & equipment	-26,175		
Other movements in valuation on property, plant and equipment	310		
Movement on fair value on investment property	-1,000		
Amortisation of intangible assets	-870		
Disposal of academies	-112,969		
Revenue expenditure funded from capital under statute	-21,962		
Deferred Income in respect of PFI schemes	195		
Reversal of donated asset adjustment	68		
Net book value of non-current asset disposals	-21,298		

Capital grants & contributions unapplied credited to the Comprehensive Income & Expenditure Account	121,592		-121,592
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Total Adjustments to the Revenue Resources

	-190,526		-121,592
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Adjustments between Revenue & Capital Resources

Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	28,446	-28,446	
Transfer of non-current asset sale proceeds from revenue to the Deferred Capital Receipts Reserve	12,113		
Statutory provision for the repayment of debt (transfer from the Capital Adjustment Account)	24,339		
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	5,238		

Total Adjustments between Revenue & Capital Resources

	70,136	-28,446	
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Adjustments to Capital Resources

Application of capital grants to finance capital expenditure			94,047
Application of capital receipts to finance capital expenditure		364	

Total Adjustments to capital resources

	364	94,047	
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Total Adjustments	-120,390	-28,082	-27,545
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Comparator information relating to the 2015/16 adjustments between accounting basis and funding basis under regulations is provided in the table below:

2015/16 Restated	General Fund and Earmarked Reserves	Capital Receipts Reserve	Capital grant & contributions unapplied reserve
	£000	£000	£000
Adjustments to the Revenue Resources			
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:			
Pension costs (transferred to Pension Reserve)	-54,989		
Council tax and business rates (transfers to Collection Fund)	-2,026		
Holiday pay (transferred to the Accumulated Absences Reserve)	2,092		
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account):			
Charges for depreciation, impairment of non-current assets and de minimis expenditure	-90,843		
Revaluation losses on property, plant & equipment	-32,183		
Other movements in valuation on property, plant and equipment	-190		
Movement on fair value on investment property	-4,255		
Amortisation of intangible assets	-700		
Disposal of academies	-74,406		
Revenue expenditure funded from capital under statute	-23,674		
Deferred Income in respect of PFI schemes	185		
Reversal of donated asset adjustment	224		
Net book value of disposals	-43,233		
Capital grants & contributions unapplied credited to the Comprehensive Income & Expenditure Account	113,101		-113,101
Total Adjustments to the Revenue Resources	-210,897		-113,101
Adjustments between Revenue & Capital Resources			
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	44,844	-44,844	
Statutory provision for the repayment of debt (transfer from the Capital Adjustment Account)	30,615		
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	8,285		
Total Adjustments between Revenue & Capital Resources	83,744	-44,844	
Adjustments to Capital Resources			
Application of capital grants to finance capital expenditure			105,930
Total Adjustments to capital resources			105,930
Total Adjustments	-127,153	-44,844	-7,171

Note 9: Transfers to / from earmarked reserves

This note sets out the amounts set aside from the General Fund balance in earmarked reserves, to provide financing for future expenditure plans, commitments and possible liabilities and the amounts posted back from earmarked reserves to meet General Fund expenditure in 2016/17.

	Restated Balance at 31/03/15	Transfers In	Transfers Out	Restated Balance at 31/03/16	Transfers In	Transfers Out	Balance at 31/03/17
	£000	£000	£000	£000	£000	£000	£000
Schools Balances	39,621	9,275	-2,215	46,681	5,542	-4,898	47,325
Transfer of Schools							
Balances to Academies	6,493		-2,300	4,193		-4,193	
Investment Renewals	9,983	123	-1,260	8,846	1,550	-5,441	4,955
Equipment Replacement	1,927	1,880	-1,754	2,053	1,880	-3,264	669
Vehicle Replacement	5,572	1,091	-2,738	3,925	23	-3,948	
Budget Equalisation	16,573	8,182	-11,695	13,063	19,321	-6,187	26,197
Private Finance Initiative	5,754		-689	5,065		-673	4,392
Insurance	10,597	2,038	-692	11,943	1,756	-5,953	7,746
Eco Park Sinking Fund	15,988		-4,252	11,736		-7,333	4,403
Child Protection	1,890	493	-1,263	1,120		-1,000	120
Revenue Grants Unapplied	18,267	18,157	-18,267	18,157	13,089	-18,157	13,089
General Capital	7,938	553	-3,253	5,238	157	-131	5,264
Interest Rate	1,000			1,000			1,000
Economic Downturn	4,239	5,000		9,239			9,239
Revolving Investment & Infrastructure Fund	20,605	534		21,139		-10,000	11,139
Public Health	2,512	4,164	-4,002	2,674		-2,674	
Pension Stabilisation	1,139			1,139		-1,100	39
Business Rate Appeals	1,258			1,258			1,258
Economic Prosperity	2,505			2,505			2,505
	173,862	51,490	-54,380	170,972	43,318	-74,952	139,338

School balances: Balances related to delegated school budgets. The statutory authority to commit the resources rests with school governors.

Investment renewals reserve: Enables investment in service developments. The reserve makes loans to services for invest to save projects, which may be repayable. The recovery of the loan is tailored to the requirements of each business case, which is subject to robust challenge before approval as a part of the council's governance arrangements.

Equipment replacement reserve: Enables services to set aside revenue budgets to meet future replacement costs of large equipment items. Services make annual revenue contributions to the reserve and make withdrawals to fund purchases.

Vehicle replacement reserve: Enables the future cost of vehicle replacement to be spread over the life of existing assets via annual contributions from revenue.

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Budget equalisation reserve: The budget equalisation reserve was set up to support future years' revenue budgets from unapplied income and budget carry forwards. The balance includes £1.6m service budget carry forwards into 2017/18 and a further £11.8m which has been agreed to support the 2017/18 budget.

PFI reserve (Street Lighting PFI sinking fund): This reserve holds the balance of the street lighting PFI grant income over and above that used to finance the PFI to date. The balance in this reserve will be used in future years when the expenditure in year will exceed the grant income due to be received in the same year.

Insurance reserve: This reserve holds the balance resulting from a temporary surplus or deficit on the council's self insurance fund and is assessed by an actuary for the possible liabilities the council may face. It specifically holds £4.2m to cover potential losses from the financial failure of Municipal Mutual Insurance (MMI) in 1992. The company had limited funds to meet its liabilities, consequently, future claims against policy years covered by MMI may not be fully paid, so would be funded from this reserve. The balance on this reserve represents the latest assessed possible liability.

Eco park sinking fund: To fund the future of the council's waste disposal project from surpluses in the initial years.

Child protection reserve: This reserve is to provide funding for additional staffing costs as a result of the increased number of children subject to a child protection order.

Revenue Grants Unapplied reserve: This reserve holds government revenue grants received in previous financial years which will be used to fund expenditure in the future.

General capital reserve: The general capital reserve holds capital resources, other than capital receipts, available to fund future capital expenditure.

Interest rate reserve: This reserve is to enable the council to fund its capital programme from borrowing in the event of an expected change in interest rates or other borrowing conditions.

Economic downturn reserve: This reserve is to allay the risks of erosion in the council's tax base due to the impact of the localisation of council tax benefit and a down turn in the economy.

Revolving investment & infrastructure fund: The revolving infrastructure & investment fund was established in the 2013-18 Medium Term Financial Plan in order to provide the revenue costs of funding infrastructure and investment initiatives that will deliver savings and enhance income in the longer term.

Pension stabilisation reserve: This reserve is to help fund potential future increases in pension contributions paid by the council.

Business rate appeals reserve: As part of the localisation of business rates the council is liable to refund businesses for its share of business rates if it is determined that a business has been overcharged rates. This reserve will be used to fund any successful appeals.

Economic prosperity reserve: This reserve will be used to fund projects that will increase economic development in the county.

Notes to the Accounts

Note 10: Other operating income and expenditure

Net Expenditure		Gross Expenditure	Income	Net Expenditure
2015/16		2016/17	2016/17	2016/17
£000		£000	£000	£000
1,111	Land Drainage Precept	1,077		1,077
-695	Miscellaneous Income			
262	Contributions from Trading Services (note 24)	28,911	-30,759	-1,848
106	Change in Provisions			
-1,722	Gain on disposal of non-current assets		-14,727	-14,727
<u>-938</u>		29,988	-45,486	-15,498

Note 11: Financing and investment income and expenditure

The council earns income in the form of interest on its cash balances and lending and incurs interest charges on its outstanding debt and leases. In addition, it pays interest to third parties on the balances held on their behalf, including Surrey Police and Crime Commissioner and various trust funds.

The table below shows the interest paid, interest received and other similar charges during the year.

2015/16		2016/17
£000		£000
26,146	Interest payable and similar charges	23,581
47,870	Net interest on the net defined benefit liability (Note 39)	43,351
-1,933	Interest receivable and similar income	-6,505
1,771	Income & expenditure in relation to investment properties	-7,360
74,406	Disposal charge for the derecognition of schools that transfer to Academy status	112,967
<u>148,260</u>		<u>166,034</u>

Note 12: Council tax and general grants & contributions

2015/16			2016/17
£000			£000
	Local taxation:		
594,858	- Council tax income	624,538	
47,874	- Business rate income	45,774	670,312
	Grants and contributions:		
168,714	- Formula grant	126,484	
44,742	- Non-ringfenced government grants	46,157	
113,101	- Capital grants and contributions	121,592	294,233
<u>969,289</u>			<u>964,545</u>

The formula grant figure for 2016/17 includes Revenue Support Grant and also top-up funding received through the Business Rate Retention Scheme.

Note 13: Property, plant & equipment

	Land and Buildings £000	Vehicle, Plant and Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets £000	Assets Under Construction £000	Total Property Plant & Equipment £000
Cost (revalued)							
Balance at 1 April 2016	1,687,640	68,098	883,414	6,273	40,275	118,482	2,804,182
Additions*	17,516	4,781	41,767			47,642	111,706
Donations		68					68
Revaluations recognised in the Revaluation Reserve	43,639						43,639
Disposals	-2,482	-1,275					-3,757
Derecognition - academies	-144,769						-144,769
Reclassifications	19,342	2,282	1,727			-23,351	
Assets reclassified to Intangible Assets						-345	-345
Other Movements in assets and valuation	715	13				-142	586
At 31 March 2017	1,621,601	73,967	926,908	6,273	40,275	142,286	2,811,310
Accumulated Depreciation and Impairment							
at 1 April 2016	-442,785	-42,102	-519,293		-6,986		-1,011,166
Depreciation charge	-36,023	-4,608	-37,203				-77,834
Depreciation written out to the Revaluation Reserve	25,104						25,104
Impairment losses recognised in the Revaluation Reserve	-2,316						-2,316
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	-26,175						-26,175
Disposals	450	1,120					1,570
Derecognition - academies	31,800						31,800
Other Movements in Depreciation							
At 31 March 2017	-449,945	-45,590	-556,496		-6,986		-1,059,017
Net Book Value							
at 31 March 2016	1,244,855	25,996	364,121	6,273	33,289	118,482	1,793,016
at 31 March 2017	1,171,656	28,377	370,412	6,273	33,289	142,286	1,752,293

* These amounts include assets acquired under PFI schemes (see note 37 for additional details) and excludes £12.5m de-minimis capital expenditure and £24.8m revenue expenditure funded from capital under statute.

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	Land and Buildings £000	Vehicle, Plant and Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets £000	Assets Under Construction £000	Total Property Plant & Equipment £000
Restated Cost (revalued)							
Balance at 1 April 2015	1,674,673	68,754	832,141	5,697	50,567	64,150	2,695,982
Additions*	36,179	5,411	51,358	486	4	78,253	171,691
Donations		224					224
Revaluations recognised in the Revaluation Reserve	60,434				9,727		70,161
Disposals	-11,026	-7,968			-5,348		-24,342
Derecognition - academies	-103,172						-103,172
Assets reclassified to Assets Held for Sale					-4,423	-261	-4,684
Reclassifications	32,017	1,677	-85	90	-10,252	-23,447	
Assets reclassified to Heritage Assets						-213	-213
Other Movements in assets and valuation	-1,465						-1,465
At 31 March 2016	1,687,640	68,098	883,414	6,273	40,275	118,482	2,804,182
Restated Accumulated Depreciation and Impairment							
at 1 April 2015	-440,643	-45,630	-483,989		-116		-970,378
Depreciation charge	-35,515	-4,439	-35,304				-75,258
Depreciation written out to the Revaluation Reserve	34,984						34,984
Impairment losses recognised in the Revaluation Reserve	-7,673				-4,844		-12,517
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	-30,347				-2,026		-32,373
Disposals	5,988	7,967					13,955
Derecognition - academies	28,766						28,766
Other Movements in Depreciation	1,655						1,655
At 31 March 2016	-442,785	-42,102	-519,293		-6,986		-1,011,166
Net Book Value							
at 31 March 2015	1,234,030	23,124	348,152	5,697	50,451	64,150	1,725,604
at 31 March 2016	1,244,855	25,996	364,121	6,273	33,289	118,482	1,793,016

*These amounts have been restated as the accumulated depreciation for assets revalued in year had previously been written out on revaluation had been applied to the cost of the asset, rather than written out of the accumulated depreciation figure. This overstated both accumulated depreciation

Notes to the Accounts

and the cost of the asset. This has no impact on the net value of the assets and does not change the value of the assets presented on the balance sheet.

** These amounts include assets acquired under PFI schemes (see note 37 for additional details) and excludes £15.6m de-minimis capital expenditure and £26.3m revenue expenditure funded from capital under statute.

Capital commitments

At 31 March 2017, the council has entered into a contract for the acquisition/enhancement of Property, Plant & Equipment in 2017/18 and future years, budgeted to cost £7.6m (£10.2m as at 31 March 2016). The major commitments as at 31 March 2017 are:

Schools Basic Need Capital Projects,

- Reigate Parish Church School £2.4m
- Danetree Primary £2.1m
- Ashley Primary £1.6m
- St John The Baptist Catholic £1.5m

Revaluations

The council carries out a rolling programme that ensures that all Land and Buildings, except a small proportion of the portfolio for school's tied accommodation, required to be measured at fair value is revalued at least every five years. Valuations of land and buildings were carried out by Bruton Knowles, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

	Land and Buildings
	£'000
Carried at historical cost	615
Carried at current value	7,736
Carried at current value. Last revalued as at:	
31 March 2013	52,790
31 March 2014	220,551
31 March 2015	413,545
31 March 2016	314,447
31 March 2017	169,702
Total	<u>1,179,386</u>

Surplus assets are held at fair value and are excluded from the table above.

Impairment losses

During 2016/17 the council has recognised an impairment loss of £41.0m in total. The land and building assets are re-valued based on existing use value, as part of the five year rolling programme by external valuers. The result was an impairment loss of £26.2m charged to the Comprehensive Income and Expenditure Statement and £2.3m offset from the balance in the revaluation reserve in relation to these assets. £12.5m relates to capital expenditure which is below the council's de minimis levels and consequently is written off to the Comprehensive Income & Expenditure Statement in the year it is incurred.

Note 14: Investment properties

The council has several properties purchased for future service needs or for the purposes of economic development, which are currently being leased to private tenants, producing rental income. As the properties were solely being used to generate income at the 31 March 2017, under the code of practice they are classed as 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:

2015/16		2016/17
£000		£000
3,307	Rental income from investment property	4,218
-823	Direct operating expenses arising from investment property	-392
<u>2,484</u>	Net gain	3,826
	Gain on sale of investment property	4,534
-4,255	Net loss on fair value adjustments	-1,000
	Income & expenditure in relation to investment properties	
<u>-1,771</u>	(Note 11)	7,360

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

2015/16		2016/17	Offices	Retail	Leisure	Fair Value Hierarchy
£000		£000	£000	£000	£000	
30,850	Balance at start of the year	62,850	56,350	5,400	1,100	Level 2
36,255	Purchases					
	Disposal	-7,800	-7,800			
-4,255	Net loss/gain from fair value adjustments*	-1,000	-900	-150	50	
<u>62,850</u>	Balance at end of the year	54,050	<u>47,650</u>	<u>5,250</u>	<u>1,150</u>	Level 2

*the valuation of Investment Properties is based on prevailing market conditions and existing lease agreements as at 31 March 2017.

The fair value of the authority's investment property is measured annually at each reporting date. All valuations are carried out externally, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The methodology used to determine fair value incorporates some estimation techniques based on floor areas, tenancy agreements, and local market conditions which mean the valuations are categorised as being level two in the fair value hierarchy (see Note 3 on page 41 for more information).

The revaluation exercise has resulted in an overall reduction in asset values of £1.0m. The majority of the assets have increased in value compared to the original purchase price and compared to the March 2016 valuation. There are however two exceptions; the property at Pixham Lane, Dorking has significantly reduced in value since the end of the tenant's lease draws closer and the valuation is not able to take into account the possibility of a further lease or alternative use and a reduction in value for the property at Staines High Street due to vacant upper floors and the impact of lower values in the town. Planning permission has been granted for a change of use to residential for these upper floors and this should contribute to improved values in the future.

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The revaluation loss does not impact upon the general fund of the council – there are no adverse implications for the tax payer since financial adjustments of this nature are excluded from the calculation of the revenue requirements of the council by statute. The loss is unrealised and it would only become a realised loss if the council decided to sell the asset at the time of the revaluation and at the revaluation value. The council however is free to determine whether to continue to hold the asset or whether to sell at a time of its choosing and as this is the case it is unlikely that there will be a realised loss since assets will generally only be sold when it is beneficial to do so.

During 2016/17 the council sold one investment asset as noted in the movement table. This asset, in Epsom, had a fair (book) value of £7.8m on the balance sheet and was purchased at a total capital expenditure cost of £9.9m (including stamp duty). Following the agreement by the tenant to a new lease the asset increased in value and the council decided to sell the asset to realise the increase in value. The asset was sold for £12.3m securing a gain of £2.4m on the original cost of purchase and a gain of £4.5m against the fair value. This is shown in the financing and investment income line of the Income & Expenditure account.

Note 15: Foundation, voluntary aided and voluntary controlled schools and academies

A number of balances relating to schools are included within the council's Statement of Accounts. However, certain types of schools are excluded from the council's balance sheet.

Local authority maintained schools (community, foundation, voluntary aided and voluntary controlled, but not academies or free schools) are separate entities under the control of local authorities for financial reporting purposes and meet the criteria for producing group accounts. However, in order to simplify the consolidation process and to avoid consolidating a considerable number of smaller entities, the Code confirms that the definition of the single entity financial statements includes all transactions of local authority schools (income, expenditure, assets, liabilities, reserves and cash flows) so instead of being consolidated in group accounts they are consolidated in the main county council accounts.

The school as an entity means the management of the school ie the governing body including the headteacher and the resources it controls rather than the physical fabric of the buildings and grounds. Whether the school as an entity includes the premises and land that the schools operate from will depend on whether these assets are controlled by the school management using the relevant recognition tests for non-current assets included in the Code.

Foundation

Foundation schools are owned by a trust and the local council have a significant control over the school through funding arrangements, representation on the governing body of the school and legal rights around the disposal of assets. SCC has significant control over the resources inherent in an asset as a result of substantive and enforceable rights, therefore SCC has recognised foundation school assets on the balance sheet since 2014/15.

Voluntary aided

Voluntary aided schools are endowed by a trust and the Schools Standards Framework Act determines that the trustees own the school buildings and the governing bodies are responsible for the provision of premises and all capital work to school buildings. The council is statutorily responsible for the land, consequently, values for the buildings have not been consolidated in this balance sheet, but values for the playing fields have been included as non-current assets.

Voluntary controlled

Voluntary controlled schools are owned by a charity but the local council runs the schools and employs the staff. The council is normally the freeholder of the non-current assets and accordingly the school premises have been recognised as property, plant and equipment in this balance sheet.

Academies

During 2016/17, 25 schools had transferred to academy status (10 Community Schools, 10 Voluntary Aided Schools, 4 Foundation Schools and 1 Voluntary Controlled). Academy schools are owned and managed completely independently of the local authority and therefore the non-current assets have been excluded from this balance sheet.

Note 16: Financial instruments

Categories of financial instruments

The following categories of financial instrument are carried on the Balance Sheet:

31/03/2016			31/03/2017	
Long-Term	Short-Term		Long-Term	Short-Term
£000	£000		£000	£000
		Investments		
26	65,000	Loans & receivables	40	
3,163		Available for sale financial assets	46,695	
<u>3,190</u>	<u>65,000</u>	Total Investments	<u>46,735</u>	
		Debtors		
		Financial assets carried at contract amounts*		
28,694	126,383		124,547	113,398
		Cash		
	-19,031	Cash & Cash Equivalents		56,120
		Borrowings		
-397,798	-30,876	Financial liabilities at amortised cost	-397,786	-140,699
		Other Long-term Liabilities		
		PFI, finance lease liabilities and third party balances		
-120,436	-7,623		-124,194	-13,281
		Creditors		
		Financial liabilities carried at contract amounts		
	-134,551			-139,051

- Short-term debtors excludes payments in advance and collection fund debtors

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Income, expense, gains & losses

2015/16			2016/17		
Financial Liabilities	Financial Assets		Financial Liabilities	Financial Assets	
Measured at amortised cost £000	Loans & receivables £000	Total £000	Measured at amortised cost £000	Loans & receivables £000	Total £000
27,233		27,233	23,581		23,581
			23,581		23,581
				-5,166	-5,166
				-1,339	-1,339
				-6,505	-6,505

Fair value of assets and liabilities

Financial liabilities, financial assets represented by loans and receivables and long-term debtors and creditors are carried in 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:

- by reference to the Public Works Loans Board (PWLB) prevailing discount rates as at the balance sheet date for loans from the PWLB;
- the same procedures and interest rates as for PWLB loans has been used for non-PWLB loans as this provides a sound approximation for the fair value of these instruments;
- no early repayment or impairment is recognised;
- where an instrument will mature in the next 12 months, carrying amount is assumed to approximate to fair value;
- the fair value of trade and other receivables is taken to be the invoiced or billed amount.

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

- Level 1 – fair value is derived from quoted prices in active markets for identical assets or liabilities
- Level 2 – fair value is calculated from inputs other than quoted prices that are observable for the asset or liability
- Level 3 – fair value is determined using unobservable inputs.

31/03/2016			31/03/2017		
Carrying value £000	Fair Value £000		Fair Value Level	Carrying value £000	Fair Value £000
387,247	491,633	Financial liabilities		387,247	577,344
10,545	16,245	Long-term loans from PWLB	2	10,539	14,934
6	6	Long-term Commercial loans	2		
120,436	120,436	Other long-term loans	2	124,194	124,194
518,234	628,320	PFI and other lease liabilities	2	521,980	716,472

Notes to the Accounts

The fair value is greater than the carrying amount because the council's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans in the market at the balance sheet date.

Fair value shows a notional future loss (based on economic conditions at 31 March 2017) arising from a commitment to pay interest to lenders above current market rates.

The fair value of short-term financial liabilities including short-term borrowing, creditors and the bank overdraft is assumed to approximate the carrying value.

31/03/2016				31/03/2017	
Carrying Amount	Fair Value			Carrying Amount	Fair Value
£000	£000	Financial assets	Fair Value Level	£000	£000
3,163	3,163	Shares in unlisted companies	3	46,695	46,695
28,421	28,421	Long-term loans to companies	2	123,633	123,633
299	299	Other long term loans	2	913	913
31,883	31,883			171,241	171,241

The shares in unlisted companies are not traded in an active market and there are no similar companies whose shares are traded that might provide comparable data, therefore the fair value is taken to be the cost less impairment i.e. the current nominal value of the shares.

For Halsey Garton Ltd the validity of using the nominal value as representative of the fair value is supported by an analysis of the value of the net assets at the underlying company plus the present value of projected future cash flows. This shows that the nominal value is not materially different to the fair value.

Movement of shares in unlisted companies

2015/16		2016/17
£000	Shares in unlisted companies	£000
403	Opening balance	3,163
2,992	Purchases	43,539
-232	Sales	-7
3,163	Closing balance	46,695

The fair value of all short-term financial assets including short-term investments and debtors is assumed approximate to the carrying value.

Nature and extent of risks arising from financial instruments

The council's activities expose it to a variety of financial risks, the key risks 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

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The council's overall risk management procedures focus on the unpredictability of financial markets, and implementing restrictions 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 Treasury Management in the Public Services Code of Practice 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 within its financial regulations;
- by approving annually in advance prudential indicators for the following three years limiting:
 - the overall borrowing;
 - the maximum and minimum exposures to fixed and variable rates;
 - the maximum and minimum exposures for the maturity structure of its debt;
 - the 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 government guidance.

These indices are required to be reported and approved at or before the annual council tax setting budget or before the start of the year to which they relate. 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 at least semi annually to the Audit & Governance Committee.

These policies are implemented by the Pension Fund and 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. These practices are a requirement of the Code of Practice and are reviewed periodically.

Credit risk

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

This 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 & Poors' Rating Services. The investment strategy imposes a maximum amount and time to be invested with a financial institution located within each category. Deposits are not made with banks and financial institutions unless they meet the minimum requirements of the investment criteria; credit ratings of short term of F1, long term A-, (Fitch or equivalent rating), with the lowest available rating being applied to the criteria. Institutions outside the UK must domiciled in a country with 3 AAA sovereign ratings in order for any deposits to be viable.

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.

Notes to the Accounts

Estimated maximum exposure to default	Amount	Historical experience of default	Adjustment for market conditions	Estimated maximum exposure to default
£000s	£000s	%	%	£000s
31/03/2016	31/03/17	31/03/17	31/03/17	31/03/17
Deposits with banks and financial institutions	(a)	(b)	(c)	(a x c)
Local Authorities		0.00%	0.00%	
AAA rated counterparties	21,802	0.00%	0.00%	
AA rated counterparties		0.03%	0.03%	
A rated counterparties		0.08%	0.08%	
Other counterparties				
7,443 Trade debtors*	89,480			7,527
7,443 Total	111,282			7,527

* a single percentage has not been applied to trade debtors. The bad debt provision is calculated using various percentage rates of possible default depending on the type and age of the outstanding debt. The estimated maximum exposure to default equates to the total bad debt provision (see note 17).

The council does not generally allow credit for its trade debtors, such that £20.2m of the £168.9m balance (see note 17) is past its due date for payment. The past due amount can be analysed by age as follows:

31/03/2016		31/03/2017
£000		£000
11,168	Less than six months	5,172
5,846	Six months to one year	3,560
10,471	More than one year	11,490
27,486	Total	20,223

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 as through a comprehensive cash flow management system, as required by the Code of Practice. This seeks to ensure that cash is available when it is needed. The council has ready access to borrowings from the money markets to cover any day to day cash flow need, and whilst the PWLB provides access to longer term funds, it also acts as a lender of last resort to councils (although it will not provide funding to a council whose actions is unlawful). 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.

Refinancing and maturity risk

The council maintains a significant debt and investment portfolio. Whilst the cash flow procedures above are considered against the refinancing risk procedures, longer term risk relates to managing the exposure to replacing financial instruments as they mature. This risk relates to both the maturing of longer term financial liabilities and longer term financial assets. The approved prudential 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 approved treasury and investment strategies address the main risks and the Pension Fund & Treasury team address the operational risks within the approved parameters. This includes:

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- monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt;
- monitoring the maturity profile of investments to ensure sufficient liquidity is available for 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 maturity analysis of financial liabilities is as follows:

31/03/2016		31/03/2017
£000		£000
-14,786	Less than one year	107,206
	Between one and two	
2,758	years	19,579
	Between two and five	
55,216	years	53,923
106,173	Between five and 15 years	92,818
409,670	More than 15 years	404,792
<u>559,031</u>		<u>678,318</u>

The maturity analysis of financial assets which follows includes some investments which are classed on the balance sheet as cash equivalents:

31/03/2016		31/03/2017
£000		£000
172,352	Less than one year	174,022

Market risk

Interest rate risk

The council is exposed to interest rate movements on its borrowings and 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:

- when borrowings at variable rates the interest expense charged to the Income and Expenditure Account will rise;
- when borrowings at fixed rates the fair value of the borrowing will fall;
- with investments at variable rates the interest income credited to the Income and Expenditure Account will rise;
- with investments at fixed rates the fair value of the assets will fall.

Borrowings are not carried at fair value on the balance sheet, so nominal gains and losses on fixed rate borrowings would not impact on the Surplus or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure

The council has a number of strategies for managing interest rate risk. The treasury management strategy defines the council's prudential and treasury indicators and its expected treasury operations, including an expectation of interest rate movements. The treasury indicators provide maximum limits for fixed and variable interest rate exposure; market and forecast interest rates are monitored within the year to adjust exposures appropriately.

Currently all borrowing is at a fixed interest rate, with the exception of the monies held for the Office of the Police & Crime Commissioner for Surrey and some trust funds which are classed as short-term borrowing and the fair value is assessed to be the amount outstanding. All investments are held at

Notes to the Accounts

fixed rate with the exception of the shares where dividends are received based on the performance of the company, which is not influenced by interest rates.

If interest rates had been 1% higher (with all other variables constant) then the fair value of the PWLB loan portfolio would have been £92.4m lower.

Price risk

The council, excluding the pension fund, does not generally invest in equity shares or marketable bonds. The council does have holdings to the value of £46.7m in eight companies. £44.1m of this is in the council's property investment trading company Halsey Garton Property Ltd. These companies are not quoted and the shares are held at book value as an estimate of fair value.

Foreign exchange risk

The council does not have any financial assets or liabilities denominated in foreign currencies, and therefore has no other exposure to the risk of loss arising from movements in exchange rates.

Note 17: Short term debtors

The amounts shown below and on the face of the balance sheet include amounts paid in advance.

31/03/2016		31/03/2017
£000		£000
37,559	Central government bodies	20,964
51,289	Other local authorities	65,492
3,242	NHS bodies	3,512
274	Public corporations and trading funds	224
76,534	Bodies external to general government (i.e. All other bodies)	70,793
<u>168,897</u>	Total	<u>160,985</u>
	Less:	
	Provision for doubtful debts	
-6,929	- Social services and health services	-6,947
-1,490	- Other services	-580
-8,398	- Local taxation arrears	-8,748
<u>152,080</u>		<u>144,710</u>

Note 18: Cash and cash equivalents

The balance of cash and cash equivalents is made up of the following elements:

31/03/16		31/03/17
£000		£000
-22,510	General account	34,318
2,895	Money market funds	21,802
<u>-19,615</u>	Total cash and cash equivalents	<u>56,120</u>

Note 19: Assets held for sale

Assets held for sale (current)		Assets held for sale (current)
31/03/2016		31/03/2017
£000		£000
33,975	Balance outstanding at 1 April	24,160
	Assets newly classified as held for sale:	
4,684	- Property, plant and equipment	
18,347	Revaluation gains	
-32,846	Assets sold*	-13,310
<u>24,160</u>	Balance outstanding at 31 March	<u>10,850</u>

* Of the total assets sold (i.e. £13.310m) in 2016/17, all relates to land and property included in the opening balance.

Note 20: Creditors

31/03/16		31/03/17
£000		£000
-15,647	Central government bodies	-18,518
-40,502	Other local authorities	-28,992
-11,683	NHS bodies	-9,426
-418	Public corporations and trading funds	-629
	Bodies external to general government (i.e. All other bodies)	
-113,835		-133,197
<u>-182,084</u>	Total	<u>-190,762</u>

Note 21: Provisions

	Business Rates Appeals Provision	Insurance liabilities	Equal pay	Fire fighters Pensions Fund	Redundancy	Other provisions	Total provisions
2016/17	£000	£000	£000	£000	£000	£000	£000
Balance at 1 April 2016	11,778	5,846	4,000	8,949	1,319	1,734	33,626
Additional provisions made in 2016/17		11			2,729	1,030	3,770
Amounts used in 2016/17	-3,709	-695			-1,030		-5,434
Unused amounts reversed in 2016/17			-2,000		-289	-216	-2,505
Balance at 31 March 2017	8,069	5,162	2,000	8,949	2,729	2,548	29,457
Current Provisions					2,729	1,548	4,277
Non-Current Provisions	8,069	5,162	2,000	8,949		1,000	25,180
	8,069	5,162	2,000	8,949	2,729	2,548	29,457
2015/16							
Balance at 1 April 2015	4,218	5,664	4,000	8,949	423	2,203	25,457
Additional provisions made in 2015/16	7,560	713			1,278	216	9,767
Amounts used in 2015/16					-248	-163	-411
Unused amounts reversed in 2015/16		-531			-134	-522	-1,187
Balance at 31 March 2016	11,778	5,846	4,000	8,949	1,319	1,734	33,626
Current Provisions					1,319	1,734	3,053
Non-Current Provisions	11,778	5,846	4,000	8,949			30,573
	11,778	5,846	4,000	8,949	1,319	1,734	33,626

Business rates

Since the introduction of Business Rates Retention Scheme effective from 1st April 2013, local authorities have been liable for successful appeals against business rates charged to businesses since 2012/13 and earlier financial years in their proportionate share. Therefore, a provision has been recognised for the best estimate of the amount that businesses have been overcharged up to 31 March 2017. The council's provision for the business rates appeals is based on a 10% share of the provision calculated by each of the 11 borough and district councils in Surrey. The provision as at 31st March 2017 is £8,069m (£11.778m 2015/16).

Insurance

The provision for insurance liabilities represents the assessed future claims on the county council's self-insurance fund. The fund was established to enable the county council to move towards self-insurance and is now considered to fully cover service risks. The fund and its liabilities are subject to review by the council's actuaries and the last review took place during 2015/16. The council has an

Notes to the Accounts

earmarked reserve to cover any unknown future liabilities. In May 2016, a levy payment of £695,000 in relation to Municipal Mutual Insurance (MMI) was drawn down from this provision.

Unequal pay claim

The balance on the unequal pay provision is to fund any potential liability resulting from a potential breach of national minimum wage requirements for 'on call' payments to sleepover carers.

Firefighters Pensions

The council has been receiving a firefighters top up grant since 2006. In May 2014 it became apparent that between 2006 and 2013 the council had received funding under this grant for an element of firefighters' pensions relating to injury awards that should have been borne by the council under the terms of the scheme. The council has been in discussion with DCLG on resolving this issue but a liability may arise for the council to repay some or all of the additional funding received in previous years. A provision for the total potential liability of £8.949m was created in 2014/15.

Redundancy costs

As at 31 March 2017 there is a provision of £2.729m to cover the cost of redundancies agreed during 2016/17 but for which the expenditure will not be incurred until 2017/18.

Note 22: Usable reserves

Movements in the council's usable reserves are summarised in the table below (see Movement in Reserves Statement and notes 8 and 9 for detail).

	Balance at 1 April 2016	Transfers In	Transfers Out	Balance at 31 March 2017
Revenue				
General Fund Balance	21,326	5		21,331
Earmarked Reserves	170,972	40,644	-72,278	139,338
Total revenue reserves	192,298	40,649	-72,278	160,669
Capital				
Capital Grant Unapplied	49,491	124,364	-96,820	77,035
Capital Receipts Reserve	75,319	28,535	-453	103,401
Total capital reserves	124,810	152,899	-97,273	180,436
Total usable reserves	317,108	193,548	-169,551	341,105

Note 23: Unusable reserves

Unusable reserves are kept to manage the accounting processes for items such as non-current assets, financial instruments, retirement and employee benefits. They do not represent usable resources for the council and are not backed by cash balances.

31/03/16		31/03/17
£000		£000
-731,042	Revaluation Reserve	-787,477
-283,232	Capital Adjustment Account	-144,494
	Deferred Capital Receipts	-12,113
37	Financial Instruments Adjustment Account	19
1,251,095	Pensions Reserve	1,560,191
-9,543	Collection Fund Adjustment Account	-7,581
7,653	Accumulated Absences Account	10,431
<u>234,968</u>		<u>618,976</u>

Revaluation Reserve

The Revaluation Reserve contains the gains made by the council arising from increases in the value of its Property, Plant and Equipment and Intangible Assets. The balance is reduced when assets with accumulated gains are:

- re-valued downwards or impaired and the gains are lost;
- used in the provision of services and the gains are consumed through depreciation;
- disposed of and the gains are realised.

The reserve contains only revaluation gains accumulated since 1 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.

31/03/16		31/03/17	31/03/17
£000		£000	£000
-629,277	Balance at 1 April		-731,042
-123,492	Upward revaluation of assets	-68,743	
	Downward revaluation of assets and impairment losses not charged to the surplus/deficit on the Provision of Services	2,316	
12,517	Asset reclassification	<u>-624</u>	
	Surplus or deficit on revaluation of non-current assets not posted to the surplus or deficit on the Provision of Services		-67,051
9,210	Difference between fair value depreciation and historical cost depreciation	<u>10,615</u>	
	Amount written off to the Capital Adjustment Account		10,615
<u>-731,042</u>	Balance at 31 March		<u>-787,477</u>

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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 and gains recognised on donated assets that have yet to be consumed by the council. The account 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.

Notes to the Accounts

31/03/16		31/03/17	31/03/17
£000		£000	£000
-398,077	Balance at 1 April		-283,232
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:		
72,258	Charges for depreciation and impairment of non-current assets	77,834	
15,585	De minimis capital expenditure	12,534	
32,373	Revaluation losses on Property, Plant and Equipment	26,175	
-190	Other movements in valuation on Property, Plant and Equipment	-1,036	
	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement		1,000
4,255			870
700	Amortisation of intangible assets	870	
23,674	Revenue expenditure funded from capital under statute	21,962	
-185	Deferred Income	-195	
	Donated Assets credited to the Comprehensive Income and Expenditure Statement		-68
	Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement		
117,639		134,268	
<u>268,885</u>			<u>273,344</u>
-9,210	Adjusting amounts written out of the Revaluation Reserve		-10,615
	Net written out amount of the cost of non-current assets consumed in the year		262,729
259,675	Capital financing applied in the year:		
	Use of the Capital Receipts Reserve to finance new capital expenditure		-364
	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing		
	Application of grants to capital financing from the Capital Grants Unapplied Account		-94,049
-105,930			
-30,615	Statutory provision for the financing of capital investment charged against the General Fund		-24,339
-8,285	Capital expenditure charged against the General Fund		-5,238
<u>-283,232</u>	Balance at 31 March		<u>-144,494</u>

Notes to the Accounts

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Deferred Capital Receipts Account

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 authority 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. During 2016/17 the council recognised £12.1m in relation to a sale of land. (Nil balance 2015/16).

Financial Instrument 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. The balance on the financial instrument adjustment account at the 31 March 2017 is for to the loss of interest on a soft loans issued by the council in 2007/08 to Painshill Park Trust. During 2016/17 the balance on the account reduced by £18k in relation to loans to foster carers. (No movements 2015/16).

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. The council accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as benefits are earned by employees through accruing years of service. Liabilities recognized on the Balance Sheet are updated to reflect inflation, changed assumptions and investment returns on any resources set aside to meet the costs. Statutory arrangements require benefits earned to be financed as the council makes employer contributions to pension funds or when it 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.

31/03/16		31/03/17
£000		£000
1,496,438	Balance at 1 April	1,251,095
-300,332	Actuarial gains or losses on pensions assets and liabilities	275,768
	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income & Expenditure Account	115,415
133,265	Employer's pensions contributions and direct payments to pensioners payable in the year	-82,087
<u>-78,276</u>		<u>-82,087</u>
<u>1,251,095</u>	Balance at 31 March	<u>1,560,191</u>

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 taxpayers compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund.

Notes to the Accounts

31/03/16		31/03/17
£000		£000
-11,569	Balance at 1 April	-9,543
	Amount by which local taxation income credited to the Comprehensive Income and Expenditure Statement is different from local taxation income calculated for the year in accordance with statutory requirements	
2,026		1,962
-9,543	Balance at 31 March	-7,581

Accumulated Absences Account

The Accumulated Absences Account absorbs the differences 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.

31/03/16		31/03/17	31/03/17
£000		£000	£000
9,745	Balance at 1 April		7,653
	Settlement or cancellation of accrual made at the end of the preceding year		
-9,745		-7,653	
7,653	Amounts accrued at the end of the current year	10,431	
	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		
-2,092			2,778
7,653	Balance at 31 March		10,431

Note 24: Trading operations

Surrey Commercial Services is the in-house contractor for the county council's catering (school meals and staff restaurants including county hall), cleaning (schools, offices and operational buildings), and a maintenance service for sports, craft and design equipment in schools. Nearly all work is won under formal tendering procedures.

The table below shows the income and expenditure for 2016/17

2015/16		2016/17
£000		£000
-29,261	Turnover	-30,759
28,019	Expenditure	27,982
-1,243	Surplus(-)	-2,777
1,504	Support services recharged to Expenditure of Continuing Operations	929
262	Net deficit/(surplus) debited to other Operating Expenditure	-1,848

Note 25: Pooled budgets

Section 75 of the National Health Service Act 2006 enables health and local authorities to work together for a common objective. This may involve a pooled budget where all partners make a contribution. The main section 75 arrangement in Surrey is the Better Care Fund which was set up during 2015/16.

Better Care Fund

The Better Care Fund was announced in June 2013 to drive the transformation of local Adult Social Services to ensure that people receive better and more integrated care and support. The fund is deployed locally on health and social care through pooled budget arrangements between the council and the local Clinical Commissioning Group (CCG).

The Council entered into seven pooled budget arrangements in 2015/16, each representing a different CCG and area within Surrey. Each of the pooled budgets represents a joint arrangement with an equal proportion of ownership. The fund is managed by a Local Joint Commissioning Group (LJCG) which is a partnership between the council, the local CCG and other key partners in the area involved in the provision of Adult Social Care.

The council acts as the 'host' authority for all these pooled budgets. The table below summarises the financial position of each pooled budget arrangement for 2016/17. The council recognises its share of income, expenditure, assets and liabilities in its accounts.

2016/17

	North West Surrey LJCG	Surrey Downs LJCG	Guildford & Waverley LJCG	East Surrey LJCG	Surrey Heath LJCG	North East Hampshire & Farnham LJCG	Windsor, Ascot & Maidenhead LJCG	Total
Funding provided to the pooled budget								
- Surrey County Council	-9,862	-8,200	-5,746	-5,018	-2,690	-1,243	-330	-33,089
- North West Surrey CCG	-9,862							-9,862
- Surrey Downs CCG		-8,200						-8,200
- Guildford & Waverley CCG			-5,746					-5,746
- East Surrey CCG				-5,018				-5,018
- Surrey Heath CCG					-2,690			-2,690
- North East Hampshire & Farnham CCG						-1,243		-1,243
- Windsor, Ascot & Maidenhead CCG							-330	-330
	-19,724	-16,400	-11,492	-10,035	-5,379	-2,486	-660	-66,178
Expenditure met from the pooled budget	20,010	16,445	11,417	9,987	5,244	2,474	655	66,232
Surplus or (deficit)	286	45	-75	-49	-136	-12	-5	54
SCC Share	143	23	-38	-24	-68	-6	-3	27

Notes to the Accounts

2015/16

	North West Surrey LJCG	Surrey Downs LJCG	Guildford & Waverley LJCG	East Surrey LJCG	Surrey Heath LJCG	North East Hampshire & Farnham LJCG	Windsor, Ascot & Maidenhead LJCG	Total
Funding provided to the pooled budget								
- Surrey County Council	-9,681	-8,024	-5,491	-4,594	-2,690	-1,272	-264	-32,015
- North West Surrey CCG	-9,681							-9,681
- Surrey Downs CCG		-8,024						-8,024
- Guildford & Waverley CCG			-5,491					-5,491
- East Surrey CCG				-4,594				-4,594
- Surrey Heath CCG					-2,960			-2,690
- North East Hampshire & Farnham CCG						-1,272		-1,272
- Windsor, Ascot & Maidenhead CCG							-264	-264
	-19,362	-16,047	-10,982	-9,188	-5,379	-2,544	-528	-64,030
Expenditure met from the pooled budget	19,415	16,064	10,867	9,183	5,407	2,542	519	63,997
Surplus or (deficit)	53	17	-115	-5	28	-2	-9	-33
SCC Share	27	9	-58	-3	14	-1	-5	-17

Orbis Joint Operating Budget

Orbis is a partnership between Surrey and East Sussex County Councils that aims to provide seamless and resilient business services to the public sector, creating a compelling alternative to other providers. This decision is built on the successful collaboration between Surrey and East Sussex County Councils, established through a joint procurement function in 2012, and the provision of transactional shared services since April 2013.

The Orbis Partnership incorporates the following services: Human Resources and Organisational Development, Property, IT, Procurement, Finance (including Internal Audit), and Business Operations (Shared Services).

	2016/17 £000
Funding provided to the pooled budget	
- Surrey County Council	-35,004
- East Sussex County Council	-15,038
	<u>-50,042</u>
Expenditure met from the pooled budget	50,042
Net surplus on the pooled budget	<u>0</u>

Notes to the Accounts

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The council is also part of the following pooled budgets arrangements;

- Surrey integrated community equipment service for the supply of equipment to enable people with physical disabilities to live at home;
- Child and adolescent mental health service offering support and advice to young people experiencing mental health, emotional and behavioural problems;
- HOPE is a partnership that provides intensive support for young people with serious mental health needs;
- Surrey safeguarding children's board is a key statutory mechanism for agreeing how agencies in Surrey will cooperate to safeguard and promote the welfare of children in Surrey;
- East Surrey Local Transformation Investment Fund is a pooled budget with East Surrey CCG to transform the provision of Adult Social Care services in the east of the county.

The financial performance of these budgets has been excluded from this note to the account on the basis of materiality.

Note 26: Member allowances

2015/16		2016/17
£000		£000
1,884	Member Allowances*	1,859
42	Member Expenses	80
<u>1,926</u>		<u>1,939</u>

*Includes the employer's contributions for national insurance and superannuation £282k (2015/16, £281k).

Note 27: Officer remuneration – senior officers

Senior officers are specified as: all employees whose annualised salary is £150,000 or more; the head of paid services and any (non secretarial/clerkal) person for whom the head of paid services is directly responsible, the directors of children and adult social services, the chief education officer, chief officer of a fire brigade, the chief finance officer and any other individuals who are directly accountable to the council (committee or sub committee) and earn £50,000 or more (whether contracted on a temporary or permanent basis).

Remuneration includes salary/wages, bonuses, expenses, allowances and benefits (chargeable to United Kingdom income tax), compensation for loss of office and employer pension contributions even though these are excluded from the general definition of remuneration.

Individuals whose remuneration is £150,000 or more per year must be named whereas those earning below £150,000 must be identified by way of job title alone. The remuneration of the council's senior officers is disclosed in the table below:

Notes to the Accounts

Post	Year	Salary	Expense allowances	Total remuneration excluding pension contributions	Pension contributions	Total remuneration including pension contributions
		£	£	£	£	£
Chief Executive - David McNulty	2016/17	230,719	4,289	235,008	34,146	269,154
	2015/16	216,242	4,053	220,295	32,004	252,299
Deputy Chief Executive and Strategic Director of Children, Schools & Families (1) - Julie Fisher	2016/17	157,934		157,934	23,833	181,767
	2015/16	154,753		154,753	23,034	177,787
Strategic Director of Children, Schools & Families (2) - Nick Wilson	2016/17					
	2015/16	48,750		48,750	7,215	55,965
Assistant Chief Executive (3)	2016/17					
	2015/16	59,543		59,543	8,812	68,355
Strategic Director, Adults Social Care & Public Health	2016/17	133,797		133,797	19,112	152,909
	2015/16	108,488		108,488	15,514	124,002
Strategic Director of Adult Social Care (4)	2016/17					
	2015/16	97,426		97,426	14,630	112,056
Strategic Director of Environment & Infrastructure	2016/17	136,649		136,649	20,165	156,814
	2015/16	144,883		144,883	21,383	166,266
Strategic Director, Communities (5)	2016/17	133,806		133,806	19,803	153,609
	2015/16	130,838		130,838	19,364	150,202
Director of Finance (6)	2016/17	119,372		119,372	17,667	137,040
	2015/16	118,335		118,335	17,514	135,849
Director of Legal, Democratic and Cultural Services	2016/17	112,990		112,990	16,722	129,712
	2015/16	106,400		106,400	15,747	122,147
Head of Fire & Rescue	2016/17	122,648		122,648	15,601	138,249
	2015/16	122,498		122,498	14,417	136,915
Total	2016/17	1,147,915	4,289	1,152,204	167,049	1,319,253
	2015/16	1,308,156	4,053	1,312,209	189,634	1,501,843

Notes to the Accounts

1. Julie Fisher moved from being the Strategic Director of Business Services in July 2015.
2. Nick Wilson left his post in July 2015. His annualised salary was £146,250. He received a severance payment of £60,940.
3. The Assistant Chief Executive left the post in September 2015. The annualised salary in 2015/16 was £119,086. They received a redundancy payment of £90,373.
4. The Strategic Director of Adults Social Care left their post in December 2015. The annualised salary in 2015/16 was £129,901.
5. This post was previously titled 'Strategic Director of Customers and Communities'.
6. The Director of Finance is the Director of Finance for the Orbis partnership and therefore her salary is paid from the Orbis joint operating budget. This means it is ultimately paid 70% by Surrey County Council and 30% by East Sussex County Council. The full salary is shown in the table for the purposes of this note. .

Note 28: Officers' remuneration

2015/16				2016/17		
Non school numbers	Schools numbers	Total numbers	Remuneration (£)	Non-schools numbers	Schools numbers	Total numbers
109	114	223	50,000 - 54,999	127	98	225
125	93	218	55,000 - 59,999	131	81	212
67	57	124	60,000 - 64,999	67	65	132
38	50	88	65,000 - 69,999	45	45	90
22	26	48	70,000 - 74,999	24	26	50
31	12	43	75,000 - 79,999	25	13	38
7	9	16	80,000 - 84,999	13	11	24
13	5	18	85,000 - 89,999	10	5	15
1	3	4	90,000 - 94,999	4	4	8
9	3	12	95,000 - 99,999	5	1	6
1	4	5	100,000 - 104,999	1	4	5
3		3	105,000 - 109,999	1		1
			110,000 - 114,999	3		3
3		3	115,000 - 119,999	2		2
2	1	3	120,000 - 124,999	2		2
			125,000 - 129,999	1		1
1		1	130,000 - 134,999	2		2
			135,000 - 139,999	1		1
1		1	140,000 - 144,999			
1		1	145,000 - 149,999			
1		1	150,000 - 154,999		1	1
			155,000 - 159,999	2		2
			160,000 - 164,999			
			165,000 - 169,999	2		2
1		1	220,000 - 224,999			
			235,000 - 239,999	1		1
436	377	813		469	354	823

The table above includes 89 staff whose salary costs are paid from the Orbis joint operating budget and are therefore split 70% Surrey County Council and 30% East Sussex County Council. There are an additional 28 staff at East Sussex County Council that earned over £50,000 in 2016/17, not included in the above table above, that were paid from the Orbis joint operating budget and are therefore also split 70% Surrey County Council and 30% East Sussex County Council.

The table also includes the full salary costs of 2 officers who spend a proportion of their time working for Mole Valley District Council. The full salary cost is shown in the table above but the council does recover a proportion of these costs from Mole Valley District Council.

Notes to the Accounts

Note 29: Exit packages

The number of exit packages with total cost per band and total cost of the compulsory and other redundancies are set out in the table below:

Number of compulsory redundancies	2015/16				Exit package cost band (including special payments)	2016/17			
	Number of other departures agreed	Total number of exit packages by cost band	Total cost of exit packages in each band	Number of compulsory redundancies		Number of other departures agreed	Total number of exit packages by cost band	Total cost of exit packages in each band*	
			£000	Cost (£)				£000	
48	33	81	435	0-20,000	65	24	89	621	
8	5	13	338	20,001-40,000	9	2	11	274	
2	1	3	145	40,001-60,000	1	1	2	92	
1	1	2	126	60,001-80,000	0	3	3	189	
1	1	2	170	80,001-100,000	1	1	2	178	
0	1	1	131	100,001-150,000	3	0	3	481	
				150,001 – 200,000					
				200,001 – 250,000					
60	42	102	1,346	Total cost included in bandings	79	31	110	1,834	
31	8	30	1,319	ADD: Amounts provided for in CIES not included in bandings**	141	25	166	2,649	
91	50	132	2,665	Total cost included in CIES	220	56	276	4,483	

* Includes cost of pension fund strain where applicable

** Included in the total cost charged to the CIES are movements in the redundancy provision for redundancies that had been approved in 2016/17 but for which no payment had yet been made.

Note 30: External audit costs

The council has incurred the following costs in relation to the statutory auditors;

2015/16 £000		2016/17 £000
142	Fees payable to the external auditors with regards to external audit services carried out by the appointed auditor for the year	142
4	Fees payable to the external auditors for the certification of grant claims and returns for the year	4
<u>146</u>	Total	<u>146</u>

Note 31: Dedicated Schools Grant

The council's expenditure on schools is funded primarily by grant monies provided by the Education Funding Agency, the Dedicated Schools Grant (DSG). DSG is ring-fenced and can only be applied to meet expenditure properly included in the schools' budget, as defined in the School Finance (England) Regulations 2015. The school budget includes elements for a range of educational services provided on a council-wide basis and for the individual school's budget, which is divided into a budget share for each maintained school, plus allocations for private nursery providers.

Notes to the Accounts

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Details of the deployment of DSG receivable for 2016/17 are shown on the table below:

Ref:	2015/16 £000s				2016/17 £000s
A	759,438	Final DSG 2016/17 before academy recoupment (DFE gross allocation)			764,410
A1	-10,630	Less deducted by DfE for high needs placing			-7,899
B	-211,660	Academy figure recouped			-248,585
C	537,148	Total DSG after academy recoupment			507,926
D	6,645	Brought forward from 2015/16			6,568
E1		Estimate of additional Early Years DSG			2,165
E2	-2,056	Carry forward agreed in advance			2,165
	<u>541,737</u>				<u>516,659</u>
			Central	ISB*	
F	541,737	Agreed initial budgeted distribution	128,968	387,691	516,659
G1		In year adjustments – early years grant	-636		-636
G2	326	In year adjustments - other	-4,004	1,839	-2,165
H	542,063	Final distribution	124,328	389,530	513,858
I	-118,317	Actual central expenditure	-126,471		-126,471
J	-420,187	Actual Individual Schools Budget (ISB)		-390,959	-390,959
K	953	Local authority contribution	5,620	1,429	7,049
L	4,512	Amount carried forward to 2017/18	3,477		3,477
	2,056	Pre-agreed carry forward			
	<u>6,568</u>	Total amount carried forward to 2017/18	<u>3,477</u>		<u>3,477</u>

*Individual Schools Budget

The DSG above excludes an additional sum of £239,000 which the council expects to receive from the DfE in 2017/18 because the number of 2, 3 and 4 year olds in January 2017 is higher than in January 2016.

In 2016/17 the council overspent its high needs block by an estimated £3m. There is provision for this in the Schools Budget in 2017/18. The council has not applied DSG against this overspend in 2016/17 but has funded it temporarily from its own resources, pending receipt of DSG in 2017/18, which will then be applied to release the council tax resources currently funding the overspend.

Reference:

- A Final DSG figure before deducting academy recoupment and funding for places directly funded by the Education Funding Agency (EFA), and before the January 2017 early years block adjustment (which will be made in summer 2017).
- A1 Figure deducted by EFA from gross DSG in respect of funding for places in non maintained special schools, special academies, SEN units and resources in mainstream academies and post 16 SEN places in maintained schools, for which funding is paid directly to the academy or school by the EFA.

- B Figure recouped from the authority in 2016/17 by the DfE for the conversion of maintained schools into academies.
- C Total DSG after EFA academy recoupment and place funding deductions
- D Figure brought forward from 2015/16 as agreed with the EFA.
- D1 Amount recovered by DfE in 2016/17 in respect of 2015/16 because early years free entitlement takeup in Jan 2016 was lower than in Jan 2015.
- E1 The council set the 2016/17 budget on the basis of a higher estimate of early years DSG than was actually received in 2016/17.
- E2 Any amounts which the authority decided after consultation with the Schools Forum, to carry forward rather than distribute in year (Zero for 2016/17).
- F Initial budgeted distribution of DSG, adjusted for carry forward, as agreed with the schools forum.
- G1 In year adjustment to DSG: deduction of £636,000 for early years funding recovered by DfE in 2016/17 due to January 2017 pupil numbers were lower than January 2016.
- G2 Changes to DSG after the initial distribution comprise adjustments to budgets for maintained and private early years providers, adjustments for permanently excluded pupils and reductions in de-delegated budgets central services as more schools convert to academies..
- H Budgeted distribution of DSG as at the end of the financial year
- I Actual amount of central expenditure items in 2016/17
- J Amount of ISB actually distributed to schools (ISB is regarded for DSG purposes as spent by the council once it is deployed to schools' budget shares). Includes final budget shares for private nursery providers
- K Contribution from the council which has the effect of substituting for DSG in 2016/17
- L Amount carried forward to 2017/18. For Central expenditure this is the difference between the final budgeted distribution of DSG and actual expenditure, plus any council contribution. For individual schools budgets this is the difference between the amount allocated to individual providers and funding budgeted for that purpose.

Note 32: Grants and contributions

The council credited the following grants, contributions and donations to the Surplus on the Provision of Services in the Comprehensive Income & Expenditure Statement. The amounts credited to general grants and contributions are listed in the table below:

2015/16 £000		2016/17 £000
	General grants & contributions	
168,714	Formula Grant*	126,484
11,044	Private Finance Initiative Grant	11,044
11,126	Education Services Grant	9,507
9,808	The Implementation of the Care Act	
	RSG Transitional Funding	11,902
5,193	New Homes Bonus	4,033
3,517	Dedicated Schools Grant (Non-ringfenced)	3,479
4,054	Other Revenue Grants	6,192
		46,157
	Education Funding Agency (Schools Basic Need & Schools	
55,722	Maintenance)	71,113
21,498	Highways Maintenance & Integrated Transport Grant	22,076

Notes to the Accounts

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11,184	Capital developer contributions	11,669	
10,920	Local Growth Deal	10,220	
5,162	Fire Transformation grant		
3,266	Capital contributions from schools	4,104	
401	Local Sustainable Transport Fund		
4,948	Other Capital grants & Contributions	2,410	121,592
<u>326,557</u>			<u>294,233</u>

*The formula grant figure includes Revenue Support Grant and top-up funding received through the Business Rate Retention Scheme.

Grants credited to services are analysed in the following table:

2015/16		2016/17
£000	Credited to services	£000
534,034	Dedicated Schools Grant	503,817
33,406	Public Health Grant	38,452
18,147	Young People Learning Agency	14,171
18,323	Pupil Premium	17,043
11,882	Universal Infant Free School Meals	11,357
32,406	Other revenue grants	27,403
Government "Capital" Grant applied to Revenue Expenditure Funded by Capital under Statute:		
858	- Community Capacity grant	1,428
1,726	- Capital Contributions from Schools	1,343
<u>650,782</u>	Total	<u>615,014</u>

Note 33: Related parties

In accordance with IAS 24 the County Council is required to disclose material transactions with related parties – defined as bodies or individuals that have the potential to control or influence the council or to be controlled or influenced by the council.

Central government has effective control over the general operations of the council: it is responsible for providing the majority of its funding in the form of grants, and prescribes the terms of significant transactions with other parties (e.g. council tax precepts on district councils). Details of transaction with central government are contained within the accounts and accompanying notes in this statement of accounts.

Elected Members of the council have direct control over the council's financial and operating policies. As required by Section 81 of the Local Government Act 2000, Members' outside interests are recorded in a formal Register and the Code of Conduct operated by the council requires members to disclose any related interests they have and to take no part in decisions on issues concerning those related interests.

The total of members' allowances paid in 2016/17 is shown in Note 26.

In addition, a survey of the related party interests of members in office during the 2016/17 financial year and their immediate family members was carried out in preparing this statement of accounts.

There were responses from 81 of 81 members. The council had transactions with 43 bodies that members declared an interest in, with a total value of £90.8m. Of this, payments of £62.9m were to SITA UK, in which 1 member declared an interest, £18.6m to Surrey and Borders Partnership NHS Trust in which 1 member declared an interest, £1.9m to Ashford & St Peter's NHS Trust in which 2 members declared an interest, £1.0m to London Care Partnership in which 1 member declared an interest, £0.9m was to Surrey Wildlife Trust in which 3 members declared an interest, £0.9m to South East Surrey YMCA in which 1 member declared an interest.

Senior Officers are deemed to include all officers earning over £61,292. The council had transactions with 7 other bodies in which an interest was declared totalling £1.3m.

Entities controlled or significantly influenced by the council

The council wholly owns the following Local Authority Trading Companies

- S.E. Business Services Ltd - The company was set up for the provision of business services and was incorporated on 20 June 2013.
- Surrey Choices Ltd -. The company was set up for the delivery of day services and community support options for people with disabilities and older people. The company was incorporated on 10 March 2014 but did not begin trading until August 2014.
- Halsey Garton Ltd – is a property investment company. It is a holding company with three subsidiaries; Halsey Garton Investments Ltd, Halsey Garton Developments Ltd and Halsey Garton Residential Ltd. The latter two companies are not yet active or trading.

The council also has significant influence and control over one trust fund, the Henrietta Parker Trust.

Group accounts for 2016/17 have been prepared and are presented on page 108 to show the combined financial performance and position of the county council, SE Business Services, Surrey Choices and Halsey Garton.

During 2016/17 the council purchased £41.5m of shares in Halsey Garton Ltd (£1.8m 2015/16) and provided long-terms of £108.8m (£5.3m 2015/16). It received £3.9m in interest payments from Halsey Garton (£0.2m 2015/16) and £0.3m in recharges from the company for services provided in year (£0.1m 2015/16).

The council purchased £13.9m of Adult Social Care services from Surrey Choices Ltd (£12.1m 2015/16). It received £3.3m in recharges from the company for services provided in year (£4.4m in 2015/16).

The council received £0.5m in recharges from SE Business Services for services provided in year (£0.4m in 2015/16).

Other public bodies (subject to common control by central government)

The council is subject to a number of pooled budget arrangements for the provision of health services and these are detailed in Note 25.

Surrey Pension Fund

The fee payable by the Surrey Pension Fund to the county council for services provided in 2016/17 was £1.5m (£1.4m in 2015/16). This is split into the fee for providing pension administration services £1.2m (£1.1m in 2015/16) and £0.3m (£0.3m in 2015/16) for treasury management, accounting and managerial services.

During 2016/17 the council paid employer pension contributions of £68.4m (£65.0m in 2015/16).

Net amounts owed by the council to the fund as at 31 March 2017 were £1.5m (£2.7m at 31 March 2016).

Orbis

Orbis is a partnership between Surrey County Council, East Sussex County Council and Brighton & Hove City Council that aims to provide seamless and resilient business services to the public sector, creating a compelling alternative to other providers. During 2016/17 Surrey and East Sussex operated a joint operating budget to fund business services at each council. (See Note 25 for more information)

Note 34: Capital expenditure and capital financing

The total amount of capital expenditure incurred in the year is shown in the table below (including the value of assets acquired under finance leases and PFI contracts), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the council, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the council that has yet to be financed.

The CFR is analysed in the following table:

2015/16 £000		2016/17 £000
	Capital Financing	
781,587	Opening Capital Financing Requirement	903,841
	Capital investment:	
187,424	Property, Plant and Equipment	123,786
36,255	Investment Properties	
1,642	Intangible Assets	2,410
23,674	Revenue Expenditure Funded from Capital Under Statute	21,962
18,273	Long Term Debtor	135,244
	Sources of Finance	
	Capital receipts	-363
-105,930	Government grants and other contributions	-94,049
-7,611	Sums set aside from revenue	-4,361
-673	Direct revenue contributions	-878
-30,615	Minimum Revenue Provision	-24,339
-185	PFI Deferred Income	-195
903,841	Closing Capital Financing Requirement	1,063,058
	Explanation of movements in year	
122,963	Increase in underlying need to borrowing (unsupported by government financial assistance)	166,994
-30,615	Minimum Revenue Provision	-24,339
30,091	Assets acquired under finance leases	16,757
-185	PFI Deferred Income	-195
122,254	Increase / (decrease) in Capital Financing Requirement	159,217

Note 35: Leases

Council as lessee

Operating leases:

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

31 March 2016 £000		31 March 2017 £000
Operating lease liabilities - land and buildings		
1,860	Not later than one year	2,427
6,320	Later than one year but not later than five years	8,082
9,026	Later than five years	6,204
<u>17,206</u>		<u>16,713</u>

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

31 March 2016 £000	Amounts charged to the Comprehensive Income and Expenditure Statement during the year Operating leases - land and buildings	31 March 2017 £000
3,161	Minimum lease payments for the year	3,295

Council as lessor

Operating leases:

The council leases out property under operating leases for the following purposes:

- the provision of services such as community services, training centres and social care;
- the economic development purposes to provide suitable affordable accommodation for local businesses.

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

31 March 2016 £000		31 March 2017 £000
Lease liabilities - land and buildings:		
4,563	Not later than one year	6,360
14,337	Later than one year but not later than five years	18,683
12,025	Later than five year	12,271
<u>30,925</u>		<u>37,314</u>

In addition, the council leases a number of buses to bus operators as part of contracts with them to operate certain bus routes on the council's behalf. A nominal amount is received in consideration for these buses, however, the council receives a reduced charge from the operators to provide these services due to the provision of these vehicles.

Note 36: Other short-term and long-term liabilities

31 March 2016 Other liabilities			31 March 2017 Other liabilities			
Short term	Long-term	Total		Short term	Long-term	Total
£000	£000	£000		£000	£000	£000
7,564	118,324	125,888	PFI finance lease liabilities (Note 37)	13,222	121,858	135,080
	11,980	11,980	Deferred income liabilities (Note 37)		11,785	11,785
59	442	501	Other finance lease liabilities	59	383	442
	1,251,095	1,251,095	Pension liabilities (Note 39)		1,560,191	1,560,191
	1,670	1,670	Balances held for third parties		1,953	1,953
7,623	1,383,511	1,391,134		13,281	1,696,170	1,709,451

Note 37: Private finance initiatives and similar contracts

In 1999 the council entered into a 25-year contract for waste disposal with Surrey Waste Management. The annual payments under the contract are in part dependent upon the tonnage of waste sent for disposal so that the contractor manages demand risk at higher tonnage levels whereas this risk falls on the council if tonnages fall. A large proportion of the investment remains to be delivered. As a result the council faces a contingent liability as described in note 40.

In 1998 the council entered into a long-term contract with Anchor Trust for the purchase of residential and day care for the elderly in 17 homes previously operated by the council. Whilst the council is committed to purchasing the majority of beds in the homes the contractor is able to manage the remaining capacity for their own benefit. The council is committed to purchasing 71% of the beds available and day care facilities irrespective of whether these are used for the county's clients. Of the 17 homes nine return to council management after 21 years. The remaining eight homes remain under the control of Anchor Trust for a further nine years although the county will no longer be obliged to purchase beds under the terms of the original contract.

The ability of Anchor to exploit some of the capacity of the homes has been recognised as a deferred income liability.

In 2002 the council entered into a further long-term contract for the provision of residential and day care with Care UK. The contract has similar terms to that with Anchor Trust. The council is committed to purchasing 77% of the beds as well as day care facilities. All of the homes return to Surrey's management at the end of the 25-year contract at nil cost with the exception of one home where the council has the option to terminate the lease under the project agreement at advantageous terms.

In 2010 the council entered into a long term contract with Skanska John Laing for street lighting services. The contract, which is expected to last 25 years, will include the replacement or refurbishment of street lights in Surrey during the first five years, and continued maintenance of lights for the remainder of the contract term. At the end of the contract all equipment will return to the county's management.

Property plant and equipment

The assets used to provide services in relation to these arrangements are recognised on the Balance Sheet. Movements in their value over the year are included in the analysis of the movement on the Property, Plant and Equipment balance in Note 13.

Assets in relation to Anchor Homes, Care UK and the Waste contract are recognised as land and buildings and those assets in relation to the street lighting contract are recognised as infrastructure assets.

The table below summarises the movement:

2015/16				2016/17		
Land & Buildings £000	Infra-structure £000	Asset Under Construction £000		Land & Buildings £000	Infra-structure £000	Asset Under Construction £000
100,928	76,653	6,909	Gross cost at 1 April	100,928	76,653	37,000
		30,091	Additions			16,757
			Revaluations			
100,928	76,653	37,000	Gross Cost at 31 March	100,928	76,653	53,757
			Accumulated Depreciation and Impairment at 1 April	-24,178	-10,634	
-20,812	-8,717		Depreciation charge for the year	-3,489	-1,917	
-3,366	-1,917		Impairment losses recognised in the Surplus/Deficit on the Provision of Services			
-24,178	-10,634		Accumulated Depreciation and Impairment at 31 March	-27,667	-12,551	
80,116	67,936	6,909	Net book Value at 1 April	76,750	66,019	37,000
76,750	66,019	37,000	Net book Value at 31 March	73,261	64,102	53,757

Payments made to the contractor are described as unitary payments. Unitary payments have been calculated to compensate the contractor for the fair value of the services they provide, the capital expenditure incurred and interest payable whilst the capital expenditure remains to be reimbursed. The value of any capital works are matched in the balance sheet by recognising a liability, either a finance lease liability or a deferred income liability where the contractor is able to exploit the assets for their own business.

Payments remaining to be made under the PFI contract at 31 March 2017 (based on 2016/17 prices, excluding any estimation of inflation and availability/performance deductions) are as follows:

Notes to the Accounts

Payable in 2016/17		Payable in 2017/18	Payable within two to five years	Payable within six to ten years	Payable within 11 to 15 years	Payable within 16 to 20 years	Total £000
£000		£000	£000	£000	£000	£000	£000
Payment for Services							
41,044	- Waste	46,671	205,338	141,004			393,013
16,465	- Anchor Trust	16,465	16,465				32,930
7,330	- Care UK	7,330	29,321	36,652			73,303
2,799	- Street Lighting	2,797	11,213	14,277	14,939	10,039	53,265
67,638		73,263	262,337	191,933	14,939	10,039	552,511
Reimbursement of Capital Expenditure							
3,874	- Waste	9,308	61,912	46,253			117,473
1,813	- Anchor Trust	1,923	2,040				3,963
90	- Care UK	95	442	722			1,259
1,787	- Street Lighting*	1,896	8,872	14,905	21,168	16,570	63,411
7,564		13,222	73,266	61,880	21,168	16,570	186,106
Interest							
569	- Waste	3,104	26,071	4,970			34,145
351	- Anchor Trust	241	124				365
82	- Care UK	77	245	137			459
6,614	- Street Lighting	6,506	24,715	26,818	19,893	6,991	84,923
7,616		9,928	51,155	31,925	19,893	6,991	119,892
82,818	Total	96,413	386,758	285,738	56,000	33,600	858,509

* The street lighting payment profile disclosed in the table above is greater than the asset recognised on the balance sheet because it shows the contractual commitment to make further payments for replacement street lighting beyond the existing useful life of the assets currently reflected on the balance sheet.

The movement on PFI liabilities for the year is set out in the table that follows:

2015/16			2016/17	
Finance Lease Liability £000	Deferred Income Liability £000		Finance Lease Liability £000	Deferred Income Liability £000
-102,752	-12,165	Balance outstanding at 1 April	-125,888	-11,980
6,955		Payments during the year	7,564	
-30,091		Capital expenditure incurred in the year	-16,757	
	185	Amortisation of deferred income		195
-125,888	-11,980	Balance outstanding at 31 March	-135,080	-11,785

Notes to the Accounts

The Street lighting contingent rent profile is analysed over the remaining life of the project below:

31 March 2016 £000		31 March 2017 £000
66	not later than one year	66
	later than one year but not later than 5	
256	years	252
651	later than 5 years	588
<u>972</u>		<u>906</u>

Note 38: Pension schemes accounted for as defined contribution schemes

Teachers employed by the council are members of the Teacher Pension Scheme, administered by the Department for Education. The Scheme provides teachers with specified benefits upon their retirement, and the council contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The scheme is a multi-employer defined benefit scheme. The scheme is unfunded and the Department for Education uses a notional fund as the basis for calculating the employers' contribution rate paid by local authorities. Valuations of the notional fund are undertaken every 4 years. The scheme has in excess of 3,700 employers and consequently the council is not able to identify its share of underlying financial position and performance of the scheme with sufficient reliability for accounting purposes. For the purposes of this statement of accounts, it is therefore accounted for on the same basis as a defined contribution scheme.

In 2016/17, the council paid £46.7m to teachers' pensions in respect of retirement benefits, representing 16.5% of pensionable pay. The figures for 2015/16 were £49.1m and 14.1%. The council is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These costs are accounted for on a defined benefit basis and the council is not liable to the scheme for any other entities' obligations under the scheme.

On 1 April 2014 the council inherited responsibility for certain aspect of public health work from the NHS. As part of the transition some staff moved from the NHS to the council under TUPE arrangements and therefore these members of staff remain members of the NHS pension scheme. New recruits to the public health directorate and members of staff that accept new roles are employed on standard Surrey County Council terms and conditions and therefore become members of the LGPS scheme.

The NHS pension scheme is an unfunded, defined benefit scheme that covers NHS employers, GP practices and other bodies allowed under the direction of the Secretary of State, in England and Wales. The scheme is not designed to be run in a way that would enable bodies to identify their share of the underlying scheme assets and liabilities. Therefore, the scheme is accounted for as if it were a defined contribution scheme: the cost to the council of participating in the scheme is taken as equal to the contributions payable to the scheme for the accounting period. The Public Health Services line in the Comprehensive Income and Expenditure Statement is charged with the employer's contributions payable to NHS pensions in the year.

In 2016/17 the council paid £355,461 to NHS pensions representing 14.3% of pensionable pay (2015/16, £370,810).

Note 39: Defined benefit pension schemes

Participation in pension schemes

The council is obliged to make contributions towards the cost of post employment benefits under its terms and conditions of employment. These benefits will not become payable until employees retire but the council needs to account for the commitment at the time that employees earn their future entitlement.

Surrey County Council contributes to two defined benefit schemes:

- The Local Government Pension Scheme (LGPS), administered locally by Surrey County Council, is a funded defined benefit final salary scheme, meaning that the council and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets in the long term.
- The Firefighters' Pension Scheme is an unfunded defined benefit final salary scheme meaning that because no investment assets have been built up to meet these pension liabilities cash, net of contributions from active members and government grants, has to be generated to meet pension payments as they fall due. Deficits on the Firefighters' Pension Scheme are covered by a government grant received each year from the Department for Communities & Local Government

The scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the Pension Board of Surrey County Council. Policy is determined in accordance with the Pension Fund Regulations. The investment managers of the Fund are appointed by the Board and consist of 11 investment fund managers plus private equity fund managers.

The principal risks to the council of the scheme are the longevity assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large-scale withdrawals from the scheme), changes to inflation, bond yields and the performance of equity investments held by the scheme. These are mitigated to certain extent by the statutory requirements to charge to the General Fund the amounts required by statute as described in the accounting policies note.

Transactions relating to post-employment benefits

The cost of retirement benefits is recognised in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions.

The charge required to be made against council tax is based on the cash payable in the year so the real cost of post employment/retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

Notes to the Accounts

	Local Government Pension Scheme		Firefighters' Pension Scheme	
	2015/16 £000	2016/17 £000	2015/16 £000	2016/17 £000
<u>Comprehensive Income & Expenditure Statement</u>				
<i>Cost of Services:</i>				
- current service cost	87,093	76,788	10,800	9,700
- past service cost	-301	-1,477		
- (gain)/loss on settlements	-12,197	-12,947		
<i>Financing & Investment Income & Expenditure</i>				
- net interest on the net defined benefit liability	29,170	25,251	18,700	18,100
<hr/>				
Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	103,765	87,615	29,500	27,800
<hr/>				
Other Post Employment Benefit Charged to the Comprehensive Income & Expenditure Statement				
Remeasurement of the net defined benefit liability comprising:				
- return on plan assets (excluding the amount included in the net interest expense)	32,927	196,576		
- actuarial gains and losses arising on changes in demographic assumptions		30,922	-1,500	-3,200
- actuarial gains and losses arising on changes in financial assumptions	-223,972	-426,393	-55,400	-101,100
- other experience	-30,187	27,427	-22,200	
<hr/>				
Total remeasurement of the net defined benefit liability	-221,232	-171,468	-79,100	-104,300
<hr/>				
Total Post Employment Benefit Charged to the Comprehensive Income & Expenditure Statement	-117,467	-83,853	-49,600	-76,500

Movement in Reserves Statement

- reversal of net charges made to the Surplus or Deficit on the Provision of Services for post employment benefits in accordance with the Code	-103,765	-87,615	-29,500	-27,800
Actual amount charged against the General Fund Balance for pensions in the year:				
- employers' contributions to the scheme/ retirement benefits paid direct to pensioners	64,891	68,390	13,3859	13,697

Notes to the Accounts

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Pension assets and liabilities recognised in the balance sheet

The amount included in the balance sheet arising from the authority's obligation in respect of its defined benefit plans is as follows:

	Local Government Pension Scheme		Firefighters' Pension Scheme	
	2015/16 £000	2016/17 £000	2015/16 £000	2016/17 £000
Present value of the defined benefit obligation	-2,287,583	-2,730,828	-518,310	-636,713
Fair value of plan assets	1,554,797	1,807,348		
Net liability arising from defined benefit obligation	-732,786	-923,480	-518,310	-636,713

Assets and liabilities in relation to post-employment benefits

Reconciliation of present value of the scheme liabilities (defined benefit obligation):

	Funded Liabilities Local Government Pension Scheme		Unfunded Liabilities Firefighters' pension scheme	
	2015/16 £000	2016/17 £000	2015/16 £000	2016/17 £000
Opening Balance at 1 April	-2,436,780	-2,287,583	-581,295	-518,310
Current service cost	-87,093	-76,788	-10,800	-9,700
Interest cost	-78,135	-79,697	-18,700	-18,100
Contributions by scheme participants	-18,992	-19,422	-2,500	-2,400
Remeasurements:				
- Actuarial gains and losses arising on changes in demographic assumptions		30,922	1,500	-3,200
- Actuarial gains and losses arising on changes in financial assumptions	223,972	-426,393	55,400	-101,100
- Other experience	30,187	27,427	22,200	
Pensions and lump sum expenditure			19,700	15,200
Benefits paid	64,049	72,571		
Past service costs (including curtailments)	301	1,477		
Settlements	17,146	27,781		
Employer contributions adjustment*	-2,238	-1,123	-3,815	897
Closing balance at 31 March	-2,287,583	-2,730,828	-518,310	-636,713

Curtailments include pension fund strain contributions to compensate the pension fund for the loss of contributions from staff that retire early and added years costs for staff that have increased years of service.

Notes to the Accounts

Reconciliation of the movements in the fair value of the scheme (plan) assets:

	Local Government Pension Scheme		Firefighters' pension scheme	
	2015/16 £000	2016/17 £000	2015/16 £000	2016/17 £000
Opening fair value of scheme assets at 1 April	1,521,637	1,554,797		
Interest income	48,965	54,446		
Remeasurement:				
Return on assets excluding amounts included in net interest	-32,927	196,576		
Employer Contributions	64,890	68,389		
Employer contributions adjustment*	2,238	1,123		
Contributions by scheme participants	18,992	19,422		
Benefits paid	-64,049	-72,571		
Settlements	-4,949	-14,834		
Closing fair value of scheme assets at 31 March	<u>1,554,797</u>	<u>1,807,348</u>		

* difference between actuary estimate of employer contributions and actual contributions paid

The liabilities show the underlying commitments that the council has in the long run to pay retirement benefits. The total net liability of £1,560m has a substantial impact on the net worth of the council as recorded in the Balance Sheet. The statutory arrangements for funding the deficit, however, mean that the financial position of the council remains stable:

- the deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees (i.e. before payments fall due), as assessed by the scheme actuary;
- finance is only required to be raised to cover discretionary benefits when the pensions are actually paid;
- The council is making lump sum payments to the pension fund in addition to the contributions related to current employees. This has the aim of eliminating the council's share of the pension fund deficit by 2033.

Basis for estimating assets and liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. Both the Local Government Pension Scheme and the Firefighters' Pension Scheme have been assessed by the council's actuaries, Hymans Robertson using the latest full valuation of the scheme as at 31 March 2016.

The value placed on the firefighters' IAS19 liability in respect of future injury benefits is subject to the same volatility as the liabilities in respect of pension benefits. The liability is calculated as a percentage of the pension liability in respect to active members. As the active liability changes, the value placed on the liability in respect of future injury benefits will change also. For example, a 0.1% decrease in the real discount rate will increase the value placed on the contingent injury liability by around 2-3% depending on the duration of the active members' pension liabilities. The liability will also be subject to change as life expectancy changes.

Notes to the Accounts

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The principal assumptions used by the actuary have been:

	Local Government Pension Scheme		Firefighters' Pension Scheme	
	2015/16	2016/17	2015/16	2016/17
Mortality assumptions:				
- longevity at 65 for current pensioners (60 for firefighters):				
- Men	22.5 years	22.5 years	29.7 years	30.2 years
- Women	24.6 years	24.6 years	31.6 years	31.7 years
- longevity at 65 for future pensioners (60 for firefighters):				
- Men	24.5 years	24.1 years	31.2 years	31.6 years
- Women	26.9 years	26.4 years	33.2 years	33.2 years
Rate of inflation	3.2%	3.4%	3.2%	3.4%
Rate of increase in salaries	3.7%	2.7%	3.2%	3.4%
Rate of increase in pensions	2.2%	2.4%	2.2%	2.4%
Rate for discounting scheme liabilities	3.5%	2.6%	3.5%	2.6%

The Firefighters' Pension Scheme does not hold assets to cover its liabilities which are met by the government department for Communities and Local Government.

Sensitivity analysis

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses below have been determined based on reasonably possible changes of assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme i.e. on an actuarial basis using the projected unit credit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Notes to the Accounts

	Local Government Pension Scheme		Firefighters' Pension Scheme	
	Approximate % increase to employer liability	Approximate monetary amount	Approximate % increase to employer liability	Approximate monetary amount
		£000		£000
0.5% decrease in real discount rate	10%	268,933	9%	59,700
1 year increase in member life expectancy*	3-5%	Up to 134,495	3%	20,900
0.5% increase in the salary increase rate	1%	37,052	1%	9,000
0.5% increase in the pension increase rate	8%	228,454	8%	50,700

*the cost of a one year increase in life expectancy will depend on the structure of the revised assumption (i.e. if improvements to survival rates predominantly apply at younger or older ages).

Notes to the Accounts

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Investment assets

The Local Government Pension Scheme assets consist of the following investments:

31-Mar-16			31-Mar-17		
Quoted prices in active markets £000			Quoted prices in active markets £000		
Quoted prices in active markets					
Equity securities					
124,895	8%	Consumer	146,628	8%	
95,048	6%	Manufacturing	132,917	7%	
43,682	3%	Energy & utilities	72,865	4%	
111,119	7%	Financial institutions	127,856	7%	
54,799	4%	Health & care	48,295	3%	
84,203	5%	Information technology	101,795	6%	
2,288	0%	Other	3,681	0%	
516,034			634,037		
Debt securities					
66,512	4%	Corporate bonds (investment grade)	62,742	3%	
4,127	0%	Corporate bonds (non-investment grade)	3,961	0%	
	0%	UK government	3,682	0%	
2,075	1%	Other	8,284	0%	
72,714			78,669		
Real estate					
93,827	6%	UK property	102,765	6%	
12,191	1%	Overseas property	668	0%	
106,018			103,433		
Investment funds & unit trusts					
404,728	26%	Equities	501,182	28%	
166,833	11%	Bonds	197,558	11%	
192,578	12%	Other		0%	
764,139			698,740		
Derivatives					
6	0%	Interest rate	-54	0%	
-9,372	-1%	Foreign exchange	2,562	0%	
-9,366			2,508		
43,408	3%	Cash & cash equivalents	214,104	12%	
1,492,947	96%	Sub-total	1,731,491	96%	
Quoted prices in non-active markets					
61,849	4%		75,856	4%	
1,554,796	100%	Total	1,807,347	100%	

Asset and liability matching strategy

The LGPS assets are administered by Surrey County Council through the Surrey Pension Fund. The fund does not have an explicit asset and liability matching strategy as the current funding level necessitates an investment strategy that is expected to provide long term investment returns in excess of the anticipated rise in liabilities.

Liabilities are considered when determining the overall investment strategy and the fund holds assets that are highly correlated with the movement in liabilities, including fixed rate and index-linked gilts, as well as absolute return investments that seek to generate positive returns regardless of market conditions.

Investment risk is monitored regularly both in absolute terms and relative to the Fund's liabilities, with regular scrutiny by the Surrey Pension Fund Board and its external advisors.

Impact on the council's cash flows

The council has a stabilisation strategy in place to keep employer contributions at a consistent rate as possible. The council has agreed a strategy with the fund's actuary to achieve 100% funding over the next 20 years. The council's employer contribution rate is set at a level to help achieve this objective. The contribution level is periodically reviewed as part of the triennial valuation to ensure it is appropriate. The most recent review was as at the 31 March 2016 and the next review will take place during 2018/19 with a valuation date of 31 March 2019.

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to service after 31 March 2014 (or service after 31 March 2015 for other main existing public service pension schemes in England and Wales). The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants.

The council expects to make employer contributions of £66.90m to the LGPS in 2017/18.

Defined benefit obligation

The table below shows the LGPS and firefighters' pension liability split by member type and the weighted average duration for each category. The weighted average duration is the weighted average time in years until payment of all expected future discounted cashflows, determined based on membership and the financial and demographic assumptions as at the most recent actuarial valuation. The shorter the duration, the more 'mature' the employer. Between 17 years and 23 years is considered 'medium' by the actuary with anything below and above those durations 'short' and 'long' respectively.

Local Government Pension Scheme

2015/16			2016/17	
Liability split (%)	Weighted average duration (years)		Liability split (%)	Weighted average duration (years)
50.6	24.0	Active members	41.5	23.3
18.6	23.1	Deferred members	24.5	22.6
30.8	11.3	Pensioner members	34.0	11.1
100.0	18.5	Total	100.0	17.9

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Firefighters' Pension Scheme

2015/16			2016/17	
Liability split (%)	Weighted average duration (years)		Liability split (%)	Weighted average duration (years)
38.0	24.5	Active members	42.5	24.8
2.6	26.5	Deferred members	2.9	26.6
59.4	12.0	Pensioner members	54.6	12.0
100.0	17.1	Total	100.0	17.9

Note 40: Contingent liabilities

Potential liabilities are not required to be incorporated within the accounts where there is no certainty that an actual liability will arise or where the extent of an obligation cannot be measured with sufficient reliability. At 31 March 2017 the council had the following contingent liabilities:

The council embarked upon a PFI for waste disposal in 1999. By the end of 2016/17 £148.1m has been received in PFI credits. In return, the council has an obligation to invest in waste disposal infrastructure. A large proportion of this obligation is still to be delivered. If these obligations are not met then a liability may arise to repay some or the entire PFI grant received to date.

In 2001, the county council arranged for consultants to undertake a desk review of the potential liabilities at a number of closed landfill sites where some responsibility for the impact of the waste remained with the council. During 2013/14 a review of this assessment was carried out to ascertain how investigation strategies have developed since the initial report was issued and update potential remedial works and possible costs should a site be found to be contaminated. These liabilities would occur if the local District and Borough Councils, who are the enforcing authorities, investigate the sites and oblige the council to take action under the provisions of Part IIA of the Environment Protection Act 1990. The review concluded that the likelihood of remedial work being required in relation to one closed landfill site was high and the estimated cost of these works (£700,000) has been included as a provision. The potential costs identified in relation to the other sites range from between £2.8m to £3.3m. These costs are considered to be less likely to be incurred and to date very few investigations have taken place. The council would seek to share any eventual liabilities with those in ownership of the sites when they were landfilled.

The council recognises a contingent liability for a legal claim following a procurement process undertaken in 2016/17. The legal claim has been received and is currently being assessed by legal counsel and it is anticipated the likelihood of outflow of economic benefit to satisfy the obligation at this stage is only possible. The value of a potential liability is not reliably quantifiable at this stage of the legal proceedings. In the event of a liability arising in the future, this will be shared amongst the organisations party to the procurement exercise, including six Clinical Commissioning Groups across Surrey, Surrey County Council and NHS England.

Note 41: Cash flow statement- adjustments for non-cash movements

2015/16 £000		2016/17 £000
-133,265	Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income & Expenditure Statement	-115,415
78,276	Employer's pensions contributions and direct payments to pensioners payable in the year	82,087
185	Deferred Income in respect of PFI schemes	195
-75,258	Charges for depreciation & impairment of non-current assets	-77,833
-700	Amortisation of intangible assets	-870
-47,957	Revaluation losses on property, plant & equipment	-38,403
-4,255	Change in fair value of investment properties	-1,000
-74,406	Disposals of academies	-112,975
-8,170	Contributions to provisions	4,169
1,722	Net gain/loss on sale disposal of property, plant & equipment	14,727
	Net gain/loss on sale disposal of investment property	4,534
3,155	Movement in creditors	-5,520
-859	Movement in third party balances	-283
259	Movement in inventories	28
32,870	Movement in debtors	-19,484
	Amount by which officer remuneration charged to the Comprehensive Income & Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	-2,778
2,092	Donated asset adjustment	68
59	Finance lease repayment	59
-33	Movement in Capital Receipts in Advance	
-226,061		-268,694

Note 42: Cash flow statement - purchase of property, plant & equipment

2015/16 £000		2016/17 £000
157,333	Purchase of Property, Plant & Equipment	107,029
36,255	Purchase of Investment Property	
1,642	Purchase of Intangible Assets	2,410
23,674	Revenue Expenditure Funded from Capital Under Statute	21,962
218,904		131,401

Note 43: Prior period adjustments

This note summarises an adjustment made to the Fire & Rescue Services 2015/16 comparators in these accounts from the figures published in the 2015/16 Statement of Accounts. The adjustment arises from the published accounts including some Firefighter Pension Scheme income and expenditure. These transactions should be excluded from the county council accounts and reported separately in the Firefighter Pension Fund Accounts (page 124). The net position was correct but gross income and expenditure were overstated by £19.8m.

The table below reconciles the Fire Services figure reported in the 2015/16 Statement of Accounts to the 2015/16 comparator for Fire & Rescue Services in the 2016/17 Statement of Accounts. There is an additional adjustment of £10m for the change in the presentation of the Comprehensive Income & Expenditure Statement from a SERCOP total cost basis to one based on internal reporting structures. This means that in the original 2015/16 figures the cost of back office functions such as IT, HR, Finance and Property had been apportioned to front line services such as Fire. Under the new presentation requirements the back office functions are reported in their own right and therefore an adjustment has been made to remove those costs.

Comprehensive Income and Expenditure Statement

Fire & Rescue Services

	Gross Expenditure £000	Income £000	Net Expenditure £000
Originally stated 2015/16	63,976	-22,037	41,939
Adjustment for Fire Pension transactions	-19,760	19,760	
Adjustment for Income & Expenditure Statement presentational changes	-10,001	-63	-10,064
Restated 2015/16	34,215	-2,340	31,875

Cost of Services – continuing operations

	Gross Expenditure £000	Income £000	Net Expenditure £000
Originally stated 2015/16	1,785,434	-833,424	952,010
Adjustment for Fire Pension transactions	-19,760	19,760	
Restated 2015/16	1,765,674	-813,664	952,010

Group Accounts

In order to provide a full picture of the council's economic activities and financial position, the accounting statements of the council and its wholly owned Local Authority Trading Companies, SE Business Services Ltd, Surrey Choices Ltd and Halsey Garton Ltd have been consolidated.

Halsey Garton Ltd has three subsidiaries, of which only one was active and trading as at 31 March 2017. The economic activities and financial position of the Halsey Garton Group is included within these group accounts.

The group accounts are presented in addition to the council's 'single entity' financial statements and comprise:

- Group Comprehensive Income and Expenditure Statement;
- Group Movement in Reserves Statement;
- Group Balance Sheet; and
- Group Cash Flow Statement.

These statements (*the purposes of which are explained on page 5*), together with those explanatory notes that are considered necessary in addition to those accompanying the Council's 'single entity' accounts, and accounting policies, are set out in the following pages.

Group Comprehensive Income & Expenditure Statement

7 Restated year ended 31 March 2016

Year ended 31 March 2017

Gross Expenditure £000	Income £000	Net Expenditure £000		Gross Expenditure £000	Income £000	Net Expenditure £000
1,288	-61	1,227	Economic Growth	1,067	-77	990
467		467	Strategic Leadership	980		980
438,344	-59,799	378,545	Adult Social Care	456,335	-70,435	385,900
106,653	-10,242	96,411	Children's Services	117,361	-11,227	106,134
84,367	-47,261	37,106	Commissioning & Prevention	90,271	-47,100	43,171
207,154	-68,655	138,499	Schools & SEND	193,885	-69,929	123,956
509,937	-508,762	1,175	Delegated Schools Budget	481,266	-471,591	9,675
4,801	-1,894	2,907	Community Partnership & Safety	2,824	-364	2,460
1,469		1,469	Coroner	1,609		1,609
24,024	-12,913	11,111	Cultural Services	24,809	-13,579	11,230
3,796	-179	3,617	Customer Services	3,689	-159	3,530
1,245	-171	1,074	Directorate Support (Com)	1,107	-179	928
596	-26	570	Emergency Management	588	-114	474
836	-220	616	Magna Carta			
34,404	-2,973	31,431	Surrey Fire & Rescue Service	32,562	-2,464	30,098
3,964	-1,626	2,338	Trading Standards	3,913	-1,807	2,106
95,588	-10,060	85,528	Environment & Planning	93,984	-8,774	85,210
75,637	-7,760	67,857	Highways & Transport Services	79,143	-7,663	71,480
33,806	-33,479	327	Public Health	41,164	-38,486	2,678
-3,599	-25,000	-28,599	Central Income & Expenditure	-10,592	-30,611	-41,203
2,016	-57	1,959	Communications	2,065	-31	2,034
8,725	-2,153	6,572	Finance	1,155	-218	937
8,535	-192	8,343	Human Resources & Org. Dev.	3,789	-360	3,429
28,205	-1,237	26,968	Information Management & Tech.	14,225	-1,530	12,695
4,912	-510	4,402	Legal Services	4,602	-547	4,055
4,758	-279	4,479	Democratic Services	4,726	-199	4,527
3,697	-621	3,076	Policy & Performance	1,729	-663	1,066
3,466	-102	3,364	Procurement	826	4	830
66,292	-9,768	56,524	Property	63,085	-6,568	56,517
			Orbis joint operating budget	38,850	-120	38,730
10,757	-5,215	5,542	Business Operations	-71		-71
1,766,140	-811,235	954,905	Cost of Services - continuing operations	1,750,946	-784,791	966,155

Group Comprehensive Income & Expenditure Statement

Gross Expenditure £000	Income £000	Net Expenditure £000		Gross Expenditure £000	Income £000	Net Expenditure £000	7
1,766,140	-811,235	954,905	Cost of Services - continuing operations	1,750,946	-784,791	966,155	
31,056	-31,994	-938	Other Operating Income & Expenditure	29,988	-45,486	-15,498	
205,391	-56,626	148,765	Financing & Investment Income & Expenditure	243,651	-70,919	172,732	
	-642,732	-642,732	Local Taxation		-670,312	-670,312	
	-326,557	-326,557	General grants & contributions		-294,233	-294,233	
2,002,587	-1,869,144	133,443	Deficit on Provision of Services	2,024,585	-1,865,741	158,844	
		17	Tax expense of subsidiaries			296	
		133,460	Group deficit			159,140	
		-111,165	(Surplus) or deficit on revaluation of non-current assets			-67,777	
		-301,181	Remeasurement of the net defined benefit liability			276,204	
		-412,346	Other Comprehensive Income & Expenditure			208,427	
		-278,886	Total Comprehensive Income & Expenditure			367,567	

Group Movement in Reserves Statement

2016/17**Balance at 31 March 2016**(Surplus) or deficit on provision of services
(accounting basis)

Other comprehensive income & expenditure

Total comprehensive income & expenditureAdjustments between accounting basis &
funding basis under regulations**Increase/decrease in year****Balance at 31 March 2017**

	General Fund and Earmarked Reserves £000	Capital Receipts Reserve £000	Capital Grants & Contributions & Unapplied £000	Profit and Loss Reserve £000	Pension Reserve of Subsidiary £000	Total Usable Reserves £000	Unusable Reserves £000	Total Council Reserves £000
Balance at 31 March 2016	-192,298	-75,319	-49,491	1,808	1,069	-314,231	234,968	-79,263
(Surplus) or deficit on provision of services (accounting basis)	152,020			9,263		161,283		161,283
Other comprehensive income & expenditure					650	650	207,991	208,641
Total comprehensive income & expenditure	152,020			9,263	650	161,933	207,991	369,924
Adjustments between accounting basis & funding basis under regulations	-120,390	-28,082	-27,545			-176,017	176,017	
Increase/decrease in year	31,630	-28,082	-27,545	9,263	650	-14,084	384,008	369,924
Balance at 31 March 2017	-160,668	-103,401	-77,036	11,071	1,719	-328,315	618,976	290,661

2015/16**Balance at 31 March 2015**(Surplus) or deficit on provision of services
(accounting basis)

Other comprehensive income & expenditure

Total comprehensive income & expenditureAdjustments between accounting basis &
funding basis under regulations**Increase/decrease in year****Balance at 31 March 2016**

	General Fund and Earmarked Reserves £000	Capital Receipts Reserve £000	Capital Grants & Contributions & Unapplied £000	Profit and Loss Reserve £000	Pension Reserve of Subsidiary £000	Total Usable Reserves £000	Unusable Reserves £000	Total Council Reserves £000
Balance at 31 March 2015	-195,188	-30,475	-42,320	7	1,573	-266,9403	467,297	200,894
(Surplus) or deficit on provision of services (accounting basis)	130,043			1,801		131,844		131,844
Other comprehensive income & expenditure					-504	-504	-411,497	-411,497
Total comprehensive income & expenditure	130,043			1,801	-504	131,340	-411,497	-280,157
Adjustments between accounting basis & funding basis under regulations	-127,153	-44,844	-7,171			-179,168	179,168	
Increase/decrease in year	2,890	-44,844	-7,171	1,801	-504	-47,828	-232,329	-280,157
Balance at 31 March 2016	-192,298	-75,319	-49,491	1,808	1,069	-314,231	234,968	-79,263

Group Balance Sheet

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As at 31.03.2016 £000		Note:	As at 31.03.2017 £000
1,793,713	Property, plant & equipment		1,752,712
1,024	Heritage assets		1,024
73,541	Investment property	5	209,425
5,477	Intangible assets		7,016
647	Long term investments	6	2,653
16,691	Long term debtors	6	3,722
1,891,093	Long term assets		1,976,552
	Short Term:		
65,650	Investments		785
836	Intangible assets		10,850
24,160	Assets held for sale		1,397
1,369	Inventories		144,472
151,177	Short term debtors		58,691
	Cash & cash equivalents		
596	Deferred tax liability		
243,788	Current Assets		216,195
	Short Term:		
-18,105	Cash & cash equivalents		-140,699
-30,876	Borrowing		-195,041
-183,534	Creditors		-4,277
-3,053	Provisions		-91
-142	Revenue grants receipts in advance		-9,152
-281	Capital grants receipts in advance		-13,281
-7,623	Other current liabilities		
-90	Current tax liability		
-243,704	Current liabilities		-362,541
-30,573	Provisions		-25,180
-397,798	Long term borrowing		-397,786
-1,383,543	Other long term liabilities		-1,697,901
-1,811,914	Long term liabilities		-2,120,867
79,263	Net assets/liabilities(-)		-290,661
-314,231	Usable reserves		-328,315
234,968	Unusable reserves		618,976
-79,263	Total Reserves		290,661

Group Cash Flow Statement

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2015/16 £000		2016/17 £000
133,443	Net surplus (-) / deficit on the provision of services	158,844
-238,285	Adjustments to net surplus / deficit on the provision of services for non-cash movements	-278,760
-23,674	Adjustments for items included in the net surplus / deficit on the provision of services that are investing and financing activities	-21,962
<u>-128,516</u>	Net cash flows from operating activities	<u>-141,878</u>
229,555	Purchase of property, plant & equipment, and investment property	283,949
-44,955	Proceeds from the sale of property, plant & equipment	-28,446
180,023	Payments for short-term and long-term investments	-
-222,088	Receipts of short-term and long-term investments	-65,000
13,465	Other receipts & expenditure from investing activities	-23,174
<u>156,000</u>	Net cash flows from investing activities	<u>167,329</u>
6,955	Cash payments for the reduction of the outstanding liabilities relating to finance leases and on-balance sheet PFI contracts	7,564
51,154	Payments for short-term and long-term borrowing	166,589
-49,450	Receipts of short-term and long-term borrowing	-276,400
<u>8,659</u>	Net cash flows from financing activities	<u>-102,247</u>
36,143	Net increase (-) / decrease in cash & cash equivalents	-76,796
-18,038	Cash & cash equivalents at the beginning of the reporting period	18,105
<u>18,105</u>	Cash & cash equivalents at the end of the reporting period	<u>58,691</u>

The cash flows from operating activities in 2016/17 include interest received of £5.1m (2015/16, £1.2m) and interest paid of £23.6m (2015/16, £27.2m).

Note 1: General

The Group Accounts should be read in conjunction with the Surrey County Council single entity accounts on pages 20 to 107. Only notes to the accounts that are materially different from the single entity accounts are produced for the group accounts.

Note 2: Group boundary

The council has an interest in a number of entities, the most significant of which are the wholly owned Local Authority Trading Companies SE Business Services Ltd, Surrey Choices Ltd and Halsey Garton Ltd which are consolidated into these accounts. The table over the page provides information on the nature of, and risks associated with, each company.

- S.E. Business Services Ltd – Provides business services such as IT data storage and Fire support services.
- Surrey Choices Ltd - The company delivers day services and community support options for people with disabilities and older people.
- Halsey Garton Ltd – is a property investment company. It acts as a holding company for three subsidiaries; Halsey Garton Investments Ltd, Halsey Garton Developments Ltd and Halsey Garton Residential Ltd. At 31/03/2017 only the holding company and Halsey Garton Investments Ltd were active and trading and therefore only the economic activity of these companies has been incorporated into the group accounts.

None of the other entities in which the Council has an interest are considered material enough, either when considered individually or in aggregate, to merit consolidation into the council's Group Accounts.

The overall impact of the companies on the financial performance, financial position and cash flows of the group is relatively low. Compared to the single entity Surrey County Council accounts the overall deficit on the Comprehensive Income and Expenditure Statement increased by £7.5m, the net liability increased by £12.8m and the net increase in cash increased by an additional £1.1m.

However, there are some significant differences between classifications of assets in the balance sheet and in the headings on the cash flow statement. These differences result from the significant capital investment the council has made in investment property during 2016/17 through its property investment company Halsey Garton Ltd. These investments have been funded by the council providing long-terms loans and equity investments to Halsey Garton, which is why these headings have increased significantly in the single entity accounts. When the group accounts are consolidated these balances are removed and the additional investment properties purchased by Halsey Garton are added into the group accounts as investment properties on the balance sheet.

The main risk for the county council associated with the investment in each subsidiary is as follows:

S.E Business Services Ltd – The council has provided parental guarantees to two IT clients that should the company not be able to fulfil the terms of the contract the council will be obliged to provide the required service.

Surrey Choices Ltd – The company provides some services that are part of the council's statutory duties for Adult Social Care, if the company was not be able to fulfil these duties the council would be required to.

Halsey Garton Ltd – As a property investment company, the company is exposed to risk in market movements in terms of the capital value of properties and in the level of income that can be generated through rent charges.

Note 3: Accounting policies

In preparing the Group Accounts the Council has aligned the accounting policies of the company with those of the council and made consolidation adjustments where necessary; has consolidated the financial statements of the company with those of the council on a line by line basis; and has eliminated in full balances, transactions, income and expenses between the council and its subsidiaries.

Note 4: Material Items of income & expenditure

During 2016/17 the group purchased the following material assets:

- £28.1m retail park investment property
- £21.1m office building investment property
- £20.0m retail building investment property

Note 5: Investment properties

The group has a portfolio of properties purchased for future service needs, for the purposes of economic development or as part of a long-term capital strategy to generate investment returns. These properties are currently being leased to private tenants, producing rental income. As the properties were solely being used to generate income at the 31 March 2017, under the code of practice they are classed as 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:

2015/16		2016/17
£000		£000
3,591	Rental income from investment property	9,554
-908	Direct operating expenses arising from investment property	-917
<u>2,683</u>	Net gain	<u>8,637</u>
	Gain on sale of investment property	4,534
-4,614	Net loss on fair value adjustments	-8,864
<u>-1,931</u>	Income & expenditure in relation to investment properties	<u>4,307</u>

Notes to the Group Accounts

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

2015/16		2016/17	Offices	Industrial	Retail	Leisure	Mixed	Fair Value Hierarchy
£000		£000	£000	£000	£000	£000	£000	
30,850	Balance at start of the year	73,541	56,350	10,691	5,400	1,100		Level 2
47,305	Purchases	152,548	21,104	29,073	80,093		22,278	
	Disposal	-7,800	-7,800					
	Net loss from fair value adjustments*	-8,864	-2,104	-864	-4,668	50	-1,278	
73,541	Balance at end of the year	209,425	67,550	38,900	80,825	1,150	21,000	Level 2

The fair value of the authority's investment property is measured annually at each reporting date. All valuations are carried out externally, in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The valuation methodology used to determine fair value incorporates some estimation techniques which mean the valuations are categorised as being level two in the fair value hierarchy (see Note 3 on page 41 for more information).

Note 6: Financial instruments

Categories of financial instruments

The following categories of financial instrument are carried on the Balance Sheet:

31/03/2016		31/03/2017	
Long-Term	Short-Term	Long-Term	Short-Term
£000	£000	£000	£000
Investments			
620		2,613	
	Available for sale financial assets		

Fair value of assets and liabilities

31/03/2016		31/03/2017		Fair Value Level
Carrying Amount	Fair Value	Carrying Amount	Fair Value	
£000	£000	£000	£000	
620	620	2,613	2,613	3
16,290	16,290	2,125	2,125	2
299	299	913	913	2
17,209	17,209	5,651	5,651	

Notes to the Group Accounts

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Note 7: External audit costs

The group has incurred the following costs in relation to the statutory auditors;

2015/16 £000		2016/17 £000
	Fees payable to the external auditors with regards to external audit services carried out by the appointed	
184	auditor for the year	184
	Fees payable to the external auditors for the	
8	certification of grant claims and returns for the year	8
<u>192</u>	Total	<u>192</u>

Overview

Surrey County Council (the council) has a responsibility for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for. We also have responsibility for ensuring there is a sound system of governance and appropriate internal controls in place. We are committed to fulfilling our responsibilities in accordance with the highest standards of good governance to support our Corporate Strategy. The council's Governance Strategy sets out our approach to good governance and is supplemented by our Code of Corporate Governance.

The annual review of governance is overseen by the Governance Panel (the panel) which comprises the Director of Legal, Democratic and Cultural Services [chair], senior representatives from Finance, HR and Organisational Development and Strategy and Performance, the Chief Internal Auditor and the Risk and Governance Manager. The panel meets four times a year and reports to the Statutory Responsibilities Network and the Audit and Governance Committee. The 2016/17 annual review of governance has provided a satisfactory level of assurance on the governance arrangements for the year.

We are pleased to present the Surrey County Council Annual Governance Statement for 2016/17, which outlines the council's governance arrangements and achievements during the year and highlights areas to continue to strengthen governance in 2017/18.

The governance environment during 2016/17

Purpose and Outcome

Surrey County Council's Corporate Strategy provides clear direction for staff as well as a signpost for residents, businesses and partner organisations and incorporates the council's four values of Listen, Responsibility, Trust and Respect at its heart. It is underpinned by a suite of supporting documents such as the

Medium Term Financial Plan and the Investment Strategy. Performance is measured through a variety of key indicators relating to wellbeing, economic prosperity and resident experience and progress is published on the external website. The Chief Executive also reports progress to full County Council twice a year.

To provide the basis for longer term sustainability, the council established a transformation programme in February 2016. A Public Value Transformation (PVT) Board comprising the Leader of the Council (Chair), the Chief Executive and the Director of Finance provided strategic oversight and challenge to ensure the transformation programme is driven by public value and contributes significantly to the council's financial sustainability. In September 2016 the PVT Board reported to Cabinet that the transformation programme had increased the level of confidence in delivery of the current year budget savings but also confirmed that the programme would not produce the level of additional savings required to ensure a sustainable budget for 2017/18 onwards.

As a result of this and the increased budgetary pressures the council faces, the Cabinet agreed in January 2017 to set up a task and finish Sustainability Review Board to include three cross party Members, the Strategic Director for Adult Social Care and Public Health, the Deputy Chief Executive and the Director of Finance. The Board focused on identifying permanent service reductions to help inform the council's longer term financial strategy and reported back to Cabinet its recommendations on 28 March 2017.

In addition, the council has continued throughout 2016/17 to try to influence strategy and raise awareness nationally of the demands on services and the challenges posed by this and the current Government funding methodology.

Boards are in place to provide oversight on the council's continuing commercial activity. A Shareholder Board monitors the activity and performance of the trading companies

created and owned by the council. An Investment Advisory Board provides strategic oversight of the Investment Strategy and evaluates investment opportunities prior to presentation to Cabinet. Both these Boards are member led and are supported by relevant internal and external professional advisors.

The Statutory Responsibilities Network, chaired by the Chief Executive, continues to meet on a fortnightly basis and provides a forum for statutory officers to discuss key issues, share knowledge and offer challenge. The network provides governance oversight and ensures statutory responsibilities are managed effectively by reviewing the key risks and issues of the organisation and focussing on progress of key strategies and implementation plans.

The council's external auditors' 2015/16 report on value for money published in July 2016 concluded that 'in all significant respects, the Authority put in place proper arrangements to secure value for money through economic, efficient and effective use of its resources,' with the exception of the arrangements in place within the council's Children's Services directorate. A Children's Improvement Plan, including a member led Children's Services Improvement Board, is being delivered to address the January 2016 improvement notice issued by the Department for Education following the Ofsted inspection report published in June 2015.

As part of this work, Children's Services have adopted a 'Safer Surrey' approach that focuses on building relationships with families and puts practitioners in the role of supporting and helping rather than as directors of change. Following a monitoring visit at the end of August 2016, Ofsted confirmed that the pace of improvement has picked up as a direct result of teams embedding the Safer Surrey approach, but there is still more to do to ensure consistency in all our practice.

In October 2016, an inspection was carried out by OFSTED and the Care Quality Commission to judge the effectiveness of the Surrey area in implementing the disability and special educational needs (SEND) reforms as set out in the Children and Families Act 2014. As a result, the local authority and the area's Clinical Commissioning Groups (CCGs) were required to submit a Written Statement of Action (the Statement) because of significant areas of weakness in the local area's practice. The Statement sets out a clear vision for how the local area will address the five key weaknesses raised in the inspection and sustain improvement for children and families at scale and pace. It was developed with the contribution of partners in schools and family representatives.

Progress will be monitored monthly by the council's and CCGs leadership teams and reported to the SEND Partnership Board, SEND Scrutiny Task Group and lead Cabinet Members. The Children's Services Improvement Board will provide formal oversight of delivery of the actions in this Statement and will review progress quarterly.

In March 2017, the council underwent a Corporate Peer Challenge, run by the Local Government Association. A team of peers were assigned to use their expertise and knowledge of local government to provide feedback as critical friends. The challenges and recommendations for consideration are tailored specifically for the council and are designed to complement and add value to the council's own performance and improvement focus. A follow up visit is scheduled for March 2018.

Leadership and Behaviour

The functions of the Monitoring Officer (Director of Legal, Democratic and Cultural Services) and Section 151 Officer (Director of Finance) are specified by statute and between them they are responsible for ensuring lawfulness, fairness and financial prudence in decision-making.

The council's financial management arrangements fully comply with the Chartered

Institute of Public Finance and Accountancy's Statement on the Role of the Chief Financial Officer (CIPFA, 2010). The Director of Finance meets her financial responsibilities and ensures fully effective financial management arrangements are in place. She reports directly to the Chief Executive and is a member of Chief Executive's Direct Reports, the Statutory Responsibilities Network and sat on the Sustainability Review Board. She has regular meetings with and has direct access to the Leader and key Members, Chief Executive, Monitoring Officer, Chief Internal Auditor, External Auditor and other key Members and strategic directors. The Director of Finance and the Chief Executive have regular support meetings with the strategic directors.

In September 2016, the Leader's report to Cabinet highlighted a projected overspend for the current financial year and required a recovery action plan to be put in place to address this. Measures taken over the remaining months of the financial year by the council's leadership, monitored monthly by Cabinet, succeeded in bringing the budget back into balance. Actions included one-off measures, delays in spend, as well as genuine on-going efficiencies, such as achieving future years' savings early. In addition, Cabinet's strategic budget planning workshops, led by the Director of Finance are held with the Leadership Team on a regular basis. Finance briefings for all members have been held throughout the year to support the preparation of the budget for future years. Additional meetings have also been held, as deemed necessary, in light of the financial challenges emerging from the Local Government financial settlement and the increased pressure and demand for our services.

The roles, responsibilities and delegated functions for officers and members are set out in the Constitution of the Council. The Scheme of Delegation for members and officers is regularly reviewed and updated in consultation with services and the Cabinet, before being approved by full County Council. The Cabinet comprises the Leader, Deputy Leader and eight additional Cabinet Members,

with each Member holding the brief for a particular portfolio of services. Four Associate Cabinet Members support Cabinet portfolio holders in the most complex areas but do not have voting rights. Decisions can be taken by individual members of the Cabinet or collectively by the full Cabinet (excluding Associates).

The Staff and Member Codes of Conduct set out the expected high standards of conduct and include the 7 Standards of Public Life. The Codes of Conduct are supplemented by the Member/Officer Protocol, which provides principles and guidance for good working relations, and the Strategy Against Fraud and Corruption. The Monitoring Officer and the Member Conduct Panel, in consultation with the Independent Person, deal with allegations of breaches of the Member Code of Conduct.

The Members Code of Conduct also includes provisions for the registration and disclosure of pecuniary and other interests. In July 2016 Council agreed to widen the registration requirement of its members to include a new category of significant personal interests and to include a new requirement to declare prejudicial interests in addition to disclosable pecuniary interests and significant personal interest at meetings of the council and its committees. The register of pecuniary interests for all members can be viewed online.

Transparency and Stewardship

The council's Whistle-blowing policy encourages staff to raise concerns, such as bullying or harassment or fraud, through an anonymous, confidential and independent hotline. A range of communication channels are used to publicise the policy and the supporting arrangements.

The gifts and hospitality register is held on the internal website and provides a means for staff to register anything offered or accepted. As a result of an internal audit report in this area, a review of the policy, arrangements for recording and monitoring of gifts and hospitality was undertaken during the year. Gifts and hospitality now has its own

policy, all declarations are electronic and these are reviewed regularly.

The Investment Panel, chaired by the Director of Finance, continues to ensure all proposed service capital investments have robust business cases before formal decision by Cabinet or Cabinet Member as appropriate.

The Strategic Risk Forum, chaired by the Director of Finance, brings together lead officers from across the council to review and challenge risk and ensure a consistent approach is adopted. The Leadership risk register is regularly reviewed by the Statutory Responsibilities Network, Audit and Governance Committee and Cabinet.

The Director of Finance also chairs the Information and Risk Governance Board and holds the role of Senior Information Risk Officer. The Board provides strategic oversight and ensures that the council has effective information and risk governance policies and management arrangements including breaches of confidentiality and information security.

The council has six member scrutiny boards which provide challenge to the Cabinet. The Council Overview Board, comprising the Board chairmen, takes a council-wide view and leads on collaborative scrutiny issues. Every County Council, Cabinet and Planning and Regulatory Committee meeting is webcast to enable people to watch meetings online.

The Audit and Governance Committee comprises six councillors who have been specifically chosen to enable robust challenge and assurance from a position of knowledge and experience. The committee provides independent assurance on the council's control environment, the adequacy of the risk and governance arrangements, financial reporting and ethical standards.

The Surrey Pension Fund Committee takes decisions on behalf of the council as the administering body for the Local Government Pension Scheme and meets four times a year. The Surrey Local Pension Board assists the Surrey Pension Fund Committee in the

exercise of its functions but has no decision making powers. A Local Fire Pension Board also assists the Surrey Fire and Rescue Authority in the administration of its Firefighters' Pension Scheme. In March 2017, the council agreed to participate in a national pool of 12 Local Government Pension Schemes to be known as the Border to Coast Pensions Partnership.

The annual review of the effectiveness of the system of internal audit concluded that appropriate controls were in place during 2016/17 to ensure an effective internal audit service was provided. As part of the effectiveness review, a self assessment against the UK Public Sector Internal Auditing Standards was completed by the Chief Internal Auditor. The conclusions of the assessment are that Internal Audit substantially complies with the requirements and there are no significant areas of non conformance.

The overall opinion of the Chief Internal Auditor on the internal control environment for 2016/17 is "some improvement needed." A few specific control weaknesses were noted; generally however, controls evaluated are adequate, appropriate and effective to provide reasonable assurance that risks are being managed and objectives met. Controls over the council's key financial systems continue to be sound.

At the end of February 2017, the Chief Internal Auditor left the Council. Interim arrangements are in place to cover the responsibilities of this role and a new Chief Internal Auditor for Surrey County Council will be appointed by June 2017 as part of the Orbis Finance leadership team integration.

People

As part of the recent review of pay and reward, a new behaviours framework was developed. This was designed with colleagues and Members to ensure it is representative of the kind of organisation we need to be to achieve the right outcomes for residents. These behaviours are aimed at strengthening our appraisals and performance management,

help shape how we learn and develop and how we attract and recruit the right people.

In February 2017 the Officer Code of Conduct was amended to make more explicit mention of the ethical behaviours expected of staff as well as strengthening references to the council's value statement.

Approximately 700 colleagues have attended the high performance development programme since it was launched in 2014. Managers are now better equipped to challenge unacceptable behaviour, address conflict and poor performance, seek feedback on performance, be open to constructive challenge and be aware of their impact on others.

During October and November 2016 staff participated in a staff survey, the second of three annual surveys commissioned from an external organisation, which has provided evidence of how colleagues feel about working for our organisation. Positive messages have come out of the survey but also some areas that we need to work on over the next few months.

During the year, an external organisation was commissioned to carry out a review of the security at County Hall. The result is a targeted management action plan to address the concerns raised specifically at County Hall, although some security actions result in improvements across all Council properties.

Engagement and collaboration

The council continues to build on the strong relationships with key partners such as Surrey's Districts and Boroughs and other public bodies. Our public service transformation projects are progressing, including health and social care integration and the Transforming Justice Programme.

We continue to work with East Sussex County Council, West Sussex County Council, 23 districts and boroughs and many other partners to secure greater devolution of powers and functions from central government and are working with a range of

partners to develop a Strategic Transport Authority for the South East.

Surrey County Council and East Sussex County Council's business and support services partnership, known as Orbis, continues to develop. In October 2016, Brighton & Hove City Council approved a recommendation to join the Orbis partnership. In addition, Orbis Public Law, a legal services partnership between Surrey County Council, East Sussex County Council, West Sussex County Council and Brighton & Hove City Council, launched in April 2016 and will provide a sustainable and cost effective legal service. The implementation is underway, starting with the commercial areas of law – property, contract and procurement.

We have continued to work closely with the health sector throughout 2016 in the development of three Sustainability and Transformation Plans across Surrey. These plans will play a pivotal role in shaping the future health and care priorities and landscape across Surrey.

Working with our partners, including social care, Surrey police and public health, our Multi Agency Safeguarding Hub, known as the MASH, went live in October 2016. The vision is to provide a single point of contact for safeguarding concerns relating to children, young people and adults in Surrey. A Board, consisting of leaders from the partner organisations, oversees the operation of the MASH.

Focus for 2017/18

In May 2017, County Council elections will be held and the new County Council will set the future political direction. The following areas of focus remain priority areas for the Council, based on existing circumstances.

The Council's Corporate Strategy 2017-22 highlights the council's strategic challenges that stem from two significant and persisting trends of population changes and the continuing reduction in real terms of the total financial resource available to deliver our functions. The trends of increasing

Annual Governance Statement

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demographic demand alongside declining funding require us to continue to focus on the sustainability of our resources. The level of savings required to produce a balanced budget in 2017/18 and beyond are significant and higher than ever before. There will be focused monitoring of the delivery of the necessary savings identified, to avoid the depletion of levels of reserves below minimum acceptable levels.

In addition, we will continue to work to ensure Government understands the impact of current funding mechanisms on Surrey. We will be working with our Boroughs and Districts to proactively respond to any potential opportunities to be part of a pilot on changes to the business rate retention scheme.

We will continue to focus on improving Services for Children, by building on the work that is already being done by embedding the Safer Surrey approach across the whole Children's, Schools and Families directorate, as well as with our partners. We will also continue our focus on improving our services for children and young people with special educational needs and disabilities.

Collaboration is integral to the work that is being done in Health and Social Care as we begin to implement our Sustainability and Transformation Plans. These have been worked on with our health partners and present us with a great opportunity to re-design services and provide better outcomes for residents.

As we work increasingly in partnership with others, we will increase our focus on

partnership governance arrangements and ensuring appropriate measures are in place to manage complex joint procurement arrangements with suppliers.

To ensure that we effectively lead the scale of changes that we will need to make over the coming months and years with confidence and continue to provide high standards of customer care for all our residents/stakeholders, we will:

- continue to develop a strong organisational culture that supports effective leadership, with a focus on capacity and capability.
- broaden our governance arrangements relating to the engagement of residents, to ensure they have an effective mechanism for contributing to shaping services in Surrey.

Other areas of focus include:

Delivering a comprehensive training and guidance programme to our new and returning Councillors, to equip them to scrutinise and make decisions to best represent their residents.

Working with the Public Sector Auditor Appointments to ensure we meet our responsibilities within the new Local Audit and Accountability Act 2014 regarding appointing an external auditor.

Forming the new pensions pooling company, building its investment structure and obtaining Financial Conduct Authority approval for its operation.

Signed:

Leader of the Council

Chief Executive

Annual Governance Statement

July 2017

July 2017

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Narrative Report

Legal status

The Firefighters' Pension Fund is administered by Surrey County Council; it falls within the jurisdiction of the council's chief finance officer for certification and is subject to the council's statutory audit report prior to being submitted for approval to the Audit and Governance Committee. Since 1st April 2006, the council has administered (the 1992, 2006 and 2015 firefighters' pension) schemes from a separate local fire-fighter pension fund and therefore the firefighters' pension fund does not form part of the council's balance sheet.

Fund operations

Employee contributions, new employer's contributions and transfer values received are paid into the pension fund, from which pension payments and other benefits are paid. The fund is topped up by Government grant if the contributions are insufficient to meet the cost of pension payments with any surplus recouped by the Department for Communities and Local Government and in that way the fund is balanced to nil each year.

The underlying principle is that employer and employee contributions together will meet the full cost of pension liabilities being accrued in respect of currently serving employees while Central Government will meet the costs of retirement pensions in payment, net of employee and employer contributions.

As there are not any investment assets built up to meet these pension liabilities, cash, net of contributions from active members and government grants, has to be generated to meet pension payments as they fall due. When accounting for the cost of retirement benefits the liability is recognised and reported in the council's cost of services when pensions are earned by employees, rather than when the benefits are eventually paid as pensions. The council's actuary based their calculations on future pension increases being linked to the consumer prices index (see note 39 of the council's statement of accounts for details of these amounts).

Estimating the net liability to pay pensions depends upon a number of complex judgements relating to salary increase projections, changes in retirement ages and mortality, expected returns on pension fund assets and the discount rate used for financial modelling. A sensitivity analysis carried out by the actuary revealed that a 0.5% decrease in the discount rate assumption would result in an increase in the pension liability of £59.7m.

Significant accounting policies

The firefighters' pension fund account is prepared in accordance with the accounting policies as set out in the Chartered Institute Public Finance and Accountancy Code of Practice on Local Authority Accounting in the United Kingdom. The account summarises the transactions of the scheme and the net assets. Normal contributions, both from the members and from the employer which are accounted for on an accruals basis at the percentage rate recommended by the fund actuary in the payroll period to which they relate. The firefighters' schemes are prescribed by statute as unfunded defined benefit final salary schemes, the benefits of which are defined and guaranteed in law in accordance with the concept of the council as a going concern.

The fund accounts set out below do not take account of obligations to pay pensions and benefits which fall due after the end of the scheme year.

Firefighter Pension Fund Accounts

2015/16 £000	Ref: Note	Firefighters' pension fund account	2016/17 £000
		Contributions Receivable:	
-3,317	1	Contributions receivable from employer (normal)	-3,099
-2,519	1	Contributions receivable from employees	-2,422
-54	3	Individual transfers in from other schemes	
-5,891			-5,521
		Benefits payable	
12,086	2	Pensions	12,398
5,413	2	Commutations and lump sum retirement benefits	3,485
103	2	Lump sum death benefits	105
219	3	Individual transfers out to other schemes	
17,821		Total amounts payable	15,988
11,930		Net amount receivable for the year before top-up grant	10,467
-8,505	4	Top-up grant received from DCLG	-7,613
-3,425	4	Top-up grant still owing from DCLG	-2,854
-11,930		Net amount payable / receivable for the year	-10,467
		Net Asset Statement	
31 March 2016 £000			31 March 2017 £000
		Current assets:	
3,425		Pension top-up grant receivable from Central Government	2,854
3,425			2,854
		Current liabilities:	
-3,425		Cash overdrawn	-2,854
-3,425			-2,854

Firefighter Pension Fund Accounts

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Note 1 - Contributions receivable

Contributions represent the total amounts receivable from the council and the pensionable employees. The employer's contributions are made at the rates determined by the Government Actuaries Department, at a nationally applied rate of 21.7% for the 1992 Firefighter' Pension Scheme, 11.9% for the 2006 Scheme and 14.3% for the 2015 Scheme. The council is required to make payments into the pension fund in respect of ill health retirements, when they are granted. No provision is been made for employee and employer contributions for sums due on pay awards not settled.

Note 2 - Benefits and refunds

Benefits and refunds are accounted for in the year in which they become due for payment.

Note 3 - Transfer values

Transfer values are those sums paid to or received from other pension schemes and the firefighters' pension scheme outside England for individuals and relate to periods of previous pensionable employment.

Transfer values received and transfer values paid are accounted for on a receipts and payments basis.

Note 4 – Top up grant

The fund was topped up by Government grant of £10.5m in 2016/17 (£11.9m in 2015/16) as contributions were insufficient to meet the cost of pension payments due for the year. £7.6m was received in year leaving an outstanding balance of £2.9m due from government (£3.4m 2015/16).

The council has been receiving the top up grant since 2006. In May 2014 it became apparent that between 2006 and 2013 the council had received funding under this grant for an element of firefighters' pensions relating to injury awards that should have been borne by the council under the terms of the scheme. The council has been in discussion with DCLG on resolving this issue and a liability may arise for the council to repay some or all of the additional funding received in previous years. This issue does not impact on the pension fund itself as the funding will ultimately be provided by the council or the central government. The council holds a provision for the total amount of top-grant received for injury awards between 2006 and 2013 of £8.9m, in case this amount becomes payable.

SURREY PENSION FUND

ACCOUNTS 2016/2017

The accounts on the following pages give a stewardship report on the financial transactions of the Surrey Pension Fund during 2016/2017 and of the disposition of its assets at 31 March 2017.

Surrey County Council is responsible for administering a pension fund for staff employed by the county council, the 11 borough and district councils in Surrey and over a hundred other local bodies. The fund includes local authority employees within Surrey, except teachers, police and firefighters for whom separate pension arrangements apply.

The fund exists to provide pensions and other benefits for employees, their widows, widowers or dependants in accordance with Local Government Pension Scheme Regulations.

The number of employees in the fund and the number of pensioners as at 31 March 2016 and 31 March 2017 are:

31 Mar 2016		31 Mar 2017
34,072	Employees in the fund	34,298
23,197	Pensioners	24,025
34,158	Deferred pensioners	41,573
91,427	Total	99,896

Surrey pension fund account

2015/2016 £000		Note	2016/2017 £000
	Contributions and benefits		
186,901	Contributions receivable	7	192,802
5,518	Transfers in	8	6,848
<u>192,419</u>			<u>199,650</u>
-131,330	Benefits payable	9	-136,484
-6,762	Payments to and on account of leavers	10	-6,694
-14,830	Investment and governance expenses	14	-13,217
-1,121	Administration expenses		-1,250
<u>-154,043</u>			<u>157,645</u>
	Net additions from dealings with members		<u>42,005</u>
	Return on investments		
61,346	Investment income	16	62,306
-924	Taxes on income	15	-1,068
-68,655	Change in market value of investments	17	541,953
<u>-8,233</u>	Net return on investments		<u>603,191</u>
	Net increase in the fund during the year		<u>634,071</u>
	Net assets of the fund		
3,193,520	At 1 April		3,223,663
<u>3,223,663</u>	At 31 March		<u>3,868,859</u>

Note 1: Description of the fund

The Surrey Pension Fund ('the fund') is part of the Local Government Pension Scheme (LGPS) and is administered by Surrey County Council. The Surrey Pension Fund is the reporting entity.

The following description of the fund is a summary only. For more detail, reference should be made to the Surrey Pension Fund Annual Report 2016/17 and the underlying statutory powers underpinning the scheme, namely the Superannuation Act 1972 and the Local Government Pension Scheme (LGPS) Regulations.

a) General

The fund is governed by the Public Services Pensions Act 2013. The fund is administered in accordance with the following secondary legislation:

- The LGPS Regulations 2013 (as amended)
- The LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014 (as amended)

It is a contributory defined benefit pension scheme administered by Surrey County Council to provide pensions and other benefits for pensionable employees of Surrey County Council, the borough and district councils in Surrey and a range of other scheduled and admitted bodies within the county area. Teachers, police officers and firefighters are not included as they come within other national pension schemes.

During 2016/17 the investment decision making and governance of the fund was undertaken by the Pension Fund Board, a committee of the Administering Authority, with representation on behalf of employers and members.

b) Membership

Membership of the LGPS is voluntary and employees are free to choose whether to join the scheme, remain in the scheme or make their own personal arrangements outside the scheme.

Organisations participating in the Surrey Pension Fund include:

- Scheduled bodies, which are local authorities and similar bodies whose staff are automatically entitled to be members of the fund.
- Admitted bodies, which are other organisations that participate in the fund under an admissions agreement between the fund and the relevant organisation. Admitted bodies include voluntary, charitable and similar bodies or private contractors undertaking a local authority function following outsourcing of services to the private sector.

c) Funding

Benefits are funded by contributions and investment earnings. Contributions are made by active members of the fund in accordance with the LGPS (Benefits, Membership and Contributions) Regulations 2007 and ranged from 5.5% to 12.5% of pensionable pay for the financial year ending 31 March 2017. Employee contributions are matched by employers' contributions which are set based on triennial actuarial funding valuations. The last such valuation was at 31 March 2016 and new rates applied from April 2017. Currently employer contribution rates range from 12.0% to 33.0% of pensionable pay.

d) Benefits

Surrey Pension Fund Statement of Accounts 2016/17

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

	Service pre 1 April 2008	Service 1 April 2008 until 31 March 2014
Basis of pension	1/80 th of final salary	1/60 th of final salary
Lump sum	Automatic lump sum 3 x salary Trade £1 of annual pension for £12 lump sum	No automatic lump sum Trade £1 of annual pension for £12 lump sum

There are a range of other benefits provided under the scheme including early retirement disability pensions and death benefits. For more details please refer to the Surrey Pension Fund website (<http://www.surreypensionfund.org>).

Surrey Pension Fund Statement of Accounts 2016/17

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	Service 1 April 2008 until 31 March 2014	LGPS 2014 scheme
Basis of pension	Final salary	Career average revalued earnings
Accrual rate	1/60 th of salary	1/49 th of salary
Revaluation rate	No revaluation: based on final salary	Inflation rate: consumer prices index (CPI)
Pensionable pay	Pay excluding non-contractual overtime and non-pensionable additional hours	Pay including non-contractual overtime and additional hours for part time staff
Employee contribution	See below table	See below table
Normal pension age	65	Equal to the individual member's State Pension Age
Lump sum trade off	Trade £1 of annual pension for £12 lump sum	Trade £1 of annual pension for £12 lump sum
Death in service lump sum	3x pensionable payroll	3x pensionable payroll
Death in service survivor benefits	1/160th accrual based on Tier 1 ill health pension enhancement	1/160th accrual based on Tier 1 ill health pension enhancement
Ill Health Provision	Tier 1 - Immediate payment with service enhanced to Normal Pension Age Tier 2 - Immediate payment with 25% service enhancement to Normal Pension Age Tier 3 - Temporary payment of pension for up to 3 years	Tier 1 - Immediate payment with service enhanced to Normal Pension Age Tier 2 - Immediate payment with 25% service enhancement to Normal Pension Age Tier 3 - Temporary payment of pension for up to 3 years
Indexation of pension in payment	Inflation rate: CPI (RPI for pre-2011 increases)	Inflation rate: CPI

Pre 2014 employee contribution rates	
Pensionable payroll banding	Contribution rate
Up to £13,700	5.5%
£13,701 to £16,100	5.8%
£16,101 to £20,800	5.9%
£20,801 to £34,700	6.5%
£34,701 to £46,500	6.8%
£46,501 to £87,100	7.2%
More than £87,100	7.5%
Estimated overall LGPS average	6.5%

LGPS 2014 employee contribution rates for 2016/17	
Pensionable payroll banding	Contribution rate
Up to £13,600	5.5%
£13,601 to £21,200	5.8%
£21,201 to £34,400	6.5%
£34,401 to £43,500	6.8%
£43,501 to £60,700	8.5%
£60,701 to £86,000	9.9%
£86,001 to £101,200	10.5%
£101,201 to £151,800	11.4%
More than £151,800	12.5%
Estimated overall LGPS average	6.5%

For additional information about the LGPS 2014 please refer to the Surrey Pension Fund website (<http://www.surreypensionfund.org>) or the LGPS 2014 scheme website (<http://www.lgps2014.org>).

Note 2: Basis of preparation

The Statement of Accounts summarises the fund's transactions for the 2016/17 financial year and its position at the year end at 31 March 2017. The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 which is based upon International Financial Reporting Standards (IFRS), as amended for the UK public sector.

The accounts summarise the transactions of the fund and report on the net assets available to pay pension benefits. The accounts do not take account of obligations to pay pensions and benefits which fall due after the end of the financial year. The actuarial present value of promised retirement benefits valued according to the International Accounting Standard (IAS) 19 is disclosed at note 25 of these accounts.

These accounts have been prepared on a going concern basis. The liabilities of the pension fund are ultimately backed by the employing organisations within the fund including government bodies with tax raising powers.

Note 3: Summary of significant accounting policies

Pension fund management expenses are accounted for in accordance with CIPFA guidance on accounting for Local Government Scheme Management Costs.

Fund account – revenue recognition

a) Contribution income

Normal contributions, both from the members and from the employer, are accounted for on an accruals basis in the payroll period to which they relate.

Employers' augmentation contributions and pension strain contributions are accounted for in the period in which the liability arises. Any amount due in year but unpaid will be classed as a current financial asset. Contributions due for forthcoming periods are not represented within the financial statements.

b) Transfers to and from other schemes

Transfer values represent the amounts received and paid during the year for members who have either joined or left the fund during the financial year and are calculated in accordance with the Local Government Pension Scheme Regulations.

Transfers in/leavers are accounted for when received or paid, which is normally when the member liability is accepted or discharged. Transfers in from members wishing to use the proceeds of their additional voluntary contributions to purchase scheme benefits are accounted for on a receipts basis and are included within transfers in.

c) Investment income

i) Interest income

Interest income is recognised in the fund account as it accrues using the effective interest rate of the financial instrument as at the date of acquisition or origination. Income includes the amortisation of any discount premium, transaction costs or other differences between the initial carrying amount of

the instrument and its amount at maturity calculated on an effective interest rate basis.

- ii) Dividend income
Dividend income is recognised on the date the shares are quoted as ex-dividend. Any amount not received by the end of the reporting period is disclosed in the net asset statement as a current financial asset.
- iii) Distributions from pooled funds
Distributions from pooled funds are recognised at the date of issue. Any amount not received by the end of the reporting period is disclosed in the net asset statement as a current financial asset.
- iv) Movement in the net market value of investments
Changes in the net market value of investments (including investment properties) are recognised as income and comprise all realised and unrealised profits/losses during in the year.

d) Private equity

Distributions and drawdowns from private equity partnerships are accounted for according to guidance from the private equity manager as to the nature of the distribution or drawdown. Income and purchases and sales are recognised at the date the capital call or distribution falls due.

Fund account – expense items

e) Benefits payable

Pensions and lump-sum benefits payable include all amounts known to be due as at the end of the financial year. Any amounts due but unpaid are disclosed in the net asset statement as current liabilities.

f) Taxation

The fund is a registered public service scheme under section 1 (1) of the Schedule 36 of the Finance Act 2004 and as such is exempt from UK income tax on interest received and from capital gains tax on the proceeds of investments sold. Income from overseas investments may be subject to withholding tax in the country of origin. Irrecoverable tax is accounted for as a fund expense as it arises. Tax on income due but unpaid at the 31 March 2017 is reported as a current liability.

g) Administration expenses

Pension administrative expenses reflect the costs incurred in the payment of pensions and other benefits, the maintenance of member records and provision of scheme and entitlement information. Costs incurred in relation to specific employers are recharged to those individual organisations and therefore excluded from the accounts.

All administration expenses are accounted for on an accruals basis. The relevant staffing costs of the pension administration team are recharged to the fund. Management, accommodation and other overheads are apportioned to the fund in accordance with council policy.

h) Investment and governance expenses

All investment management expenses are accounted for on an accruals basis. Fees of the external investment managers and custodian are agreed in the respective mandates governing their appointments. Broadly, these are based on the market value of the investments under management and therefore increase or reduce as the value of these investments change.

Governance costs reflect those expenses which fall outside the parameters of administrative or investment expenses. All oversight and governance expenses are accounted for on an accruals basis with associated staffing and overhead costs apportioned in accordance with council policy.

Net assets statement

i) Financial assets

All financial assets are included in the net asset statement on a fair value basis as at the reporting date, with the exception of loans and receivables which are held at amortised cost. A financial asset is recognised in the net assets statement on the date the fund becomes party to the contractual acquisition of the asset. From this date any gains or losses arising from changes in the fair value of the assets are recognised by the fund.

The values of investments as shown in the net assets statement have been determined as follows:

i) Market quoted investments

The value of an investment for which there is a readily available market price is determined by the bid market price ruling on the final day of the accounting period.

ii) Fixed interest securities

Fixed interest securities are recorded at net market value based on their current yields.

iii) Unquoted investments

The fair value of investments for which market quotations are not readily available is as follows:

- Valuations of delisted securities are based on the last sale price prior to delisting, or where subject to liquidation, the amount the fund expects to receive on wind-up, less estimated realisation cost.
- Securities subject to takeover offer are valued at the consideration offered, less estimated realisation costs.
- Directly held investments by limited partnerships, shares in unlisted companies, trusts and bonds. Other unquoted securities typically include pooled investments in property, infrastructure, debt securities and private equity. The valuation of these pools or directly held securities is undertaken by the investment manager or responsible entity and advised as a unit or security price. The valuation standards followed in these valuations adhere to industry guidelines or to standards set by the constituent documents of the pool or management agreement.

- iv) Investments in private equity funds and unquoted listed partnerships are valued based on the fund's share of the net assets in the private equity fund or limited partnership using the latest financial statements published by the respective fund managers in accordance with the guidelines set out by the International Private Equity and Venture Capital Guidelines, which follow the valuation principles of IFRS.
 - v) Limited partnerships
Fair value is based on the net asset value ascertained from periodic valuations provided by those controlling the partnership.
 - vi) Pooled investment vehicles
Pooled investment vehicles are valued at closing bid price if both bid and offer prices are published; or if singularly priced, at the closing single price.
- j) Foreign currency transactions
Dividends, interest and purchases and sales of investments in foreign currencies have been accounted for at the spot rate on the date of transaction. End-of-year spot market exchange rates are used to value cash balances held in foreign currency bank accounts, market values of overseas investments and purchases and sales outstanding at the end of the reporting period.
- k) Derivatives
The fund uses derivative financial instruments to manage its exposure to specific risks arising from its investment activities. The fund does not hold derivatives for speculation purposes.
- Derivative contract assets are fair valued at bid prices and liabilities are fair valued at offer prices. Changes in fair value of derivative contracts are included in the change in market value.
- The value of futures contracts is determined using exchange prices at the reporting date. Amounts due from or owed to the broker are the amounts outstanding in respect of the initial margin and variation margin.
- The future value of forward currency contracts is based on the market forward exchange rates at the year-end date and determined as the gain or loss that would arise if the outstanding contract were matched at the year end with an equal and opposite contract.
- l) Cash and cash equivalents
Cash comprises cash in hand and demand deposits. Cash equivalents are short-term highly liquid investments that are readily convertible to known amounts of cash and that are subject to minimal changes in value.
 - m) Financial liabilities
The fund recognises financial liabilities at fair value as at the reporting date. A financial liability is recognised in the net asset statement on the date the fund becomes party to the liability. From this date any gains or losses arising from changes in the fair value of the liability are recognised by the fund.

n) Actuarial present value of promised retirement benefits

The actuarial present value of promised retirement benefits is assessed on a triennial basis by the scheme actuary in accordance with the requirement of IAS 19 and relevant actuarial standards.

As permitted under IAS 26, the fund has opted to disclose the actuarial present value of promised retirement benefits by way of a note to the net asset statement.

o) Additional voluntary contributions

Surrey Pension Fund provides an additional voluntary contributions (AVC) scheme for its members, the assets of which are invested separately from those in the pension fund. The fund has appointed Prudential as the AVC provider. A small number of members remain with the previous provider Equitable Life. AVCs are paid to the AVC provider by employers and are specifically for providing additional benefits for individual contributors. Each AVC contributor receives an annual statement showing the amounts held in their account and the movements in the year.

AVCs are not included in the accounts in accordance with section 4(2)(b) of the Local Government Pension Scheme (Management & Investment of Funds) Regulations 2009 (SI 2009/3093).

Note 4: Critical judgements in applying accounting policies

Unquoted private equity investments

It is important to recognise the highly subjective nature of determining the fair value of private equity investments. They are inherently based on forward looking estimates and judgements involving many factors. Unquoted private equities are valued by the investment managers using the International Private Equity and Venture Capital Guidelines, which follow the valuation principles of IFRS. The value of unquoted private equities at 31 March 2017 was £145 million (£129 million at 31 March 2016).

Pension Fund Liability

The pension fund liability is calculated every three years by the appointed actuary, with annual updates in the intervening years. The methodology used is in line with accepted guidelines and in accordance with IAS 19. Assumptions underpinning the valuations are agreed with the actuary and are summarised in note 25. This estimate is subject to significant variances based on changes to the underlying assumptions.

Note 5: Assumptions made about the future and other major sources of estimation uncertainty

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

The items in the net assets statement or subsequent notes as at 31 March 2017 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if actual results differ from assumptions
Actuarial present value of promised retirement benefits	Estimation of the net liability to pay pension depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the fund with expert advice about the assumptions to be applied.	The net pension liability of the fund would change. An increase in the discount rate would result in a corresponding decrease in the pension liability. An increase in earnings would increase the value of liabilities, as would an increase in life expectancy.
Private equity	Private equity investments, both limited partnership and fund of funds, are disclosed at fair value, provided by the administrators of the funds. These investments are not publicly listed and as such there is a degree of estimation involved in the valuation.	The total private equity investments in the financial statement are £145 million. There is a risk that this investment may be over or under stated in the accounts.
Fund of fund investments	Where investments are made into a fund of fund structure there is an additional level of separation from the fund. There may be a lack of clarity over the classification of the sub funds and investment transactions	The total private equity fund of fund investments are £95 million. There is a risk that asset or investment transaction misclassification may occur.

Note 6: Events after the balance sheet date

The Statement of Accounts will be authorised for issue by the Chief Financial Officer in July 2017. The Statement of Accounts is adjusted to reflect events after the balance sheet date, both favourable and unfavourable, that occur between the end of the reporting date and the date when the Statement of Accounts is authorised for issue that provide evidence of conditions that existed at the end of the reporting period unless deemed insignificant to the true and fair value of the Funds assets and liabilities. No such adjustments have been deemed necessary.

Note 7: Contributions receivable

By category

2015/2016		2016/2017
£000		£000
94,565	Employers	105,316
55,283	Employers deficit	49,390
37,053	Members	38,096
186,901		192,802

2015/2016		2016/2017
£000		£000
84,530	Administering authority	87,529
82,358	Scheduled bodies	85,967
20,013	Admitted bodies	19,306
186,901		192,802

The latest actuarial valuation carried out as at 31 March 2016, set contribution rates for fund employers with effect from April 2017. The financial year 2017/2018 will be the first year of the revised employer contribution rates.

Note 8: Transfers in from other pension funds

2015/2016		2016/2017
£000		£000
0	Group transfers from other schemes	0
5,518	Individual transfers in from other schemes	6,848
5,518		6,848

Note 9: Benefits payable

By category

2015/16		2016/17
£000		£000
110,904	Pensions	114,054
17,276	Commutation and lump sum retirement benefits	19,023
3,094	Lump sum death benefits	3,355
56	Interest on late payment of benefits	52
131,330		136,484

By employer*

2015/2016		2016/2017
£000		£000
61,079	Administering Authority	64,320
59,766	Scheduled Bodies	61,003
10,429	Admitted Bodies	11,109
131,274		136,432

Note 10: Payments to and on account of leavers

2015/2016		2016/2017
£000		£000
480	Group transfers to other schemes	6,409
5,907	Individual transfers to other schemes	0
298	Refunds of contributions	316
77	Payments for members joining state schemes	-31
6,762		6,694

Note 11: Current assets

2015/2016		2016/2017
£000		£000
3,262	Contributions - employees	2,619
12,025	Contributions - employer	9,337
7,803	Sundry debtors	10,415
<u>23,090</u>		<u>22,371</u>

Analysis of current assets

2015/2016		2016/2017
£000		£000
5,366	Central government bodies	3,730
15,478	Other local authorities	15,746
2,246	Other entities and individuals	2,895
<u>23,090</u>		<u>22,371</u>

Note 12: Long term debtors

2015/2016		2016/2017
£000		£000
10,890	Central government bodies	9,075
<u>10,890</u>		<u>9,075</u>

On 1 April 2005 the Magistrates Court Service (an employer in the Surrey Pension Fund) became part of the Civil Service. Terms were agreed for the transfer of liabilities from the Local Government Pension Scheme (LGPS) to the Principal Civil Service Pension Scheme (PCSPS). The fund's actuary determined the value of the pensioner and deferred liabilities remaining with the fund and calculated the retained assets to match these liabilities. The actuary determined that the assets were insufficient to match the liabilities and that a balancing payment would be required.

On 11 March 2013 the total value of the shortfall was agreed as £18.150m, to be made in ten equal, annual instalments commencing on 15 April 2013. The full amount was recognised as contributions during 2012/13. A corresponding debtor was created. The first instalment of £1.815m was received on 26 March 2013 meaning that the remaining nine instalments were due in excess of one year from the 31 March 2013, the whole of the remaining balance was therefore included as a long term debtor in the accounts. The outstanding balance as at 31 March 2017 is £10.890m but £1.815m was due in 2016/17, leaving a long term debtor of £9.075m.

Note 13: Current liabilities

2015/2016		2016/2017
£000		£000
6,595	Sundry creditors	7,436
60	Benefits payable	123
<u>6,655</u>		<u>7,559</u>

Analysis of current liabilities

2015/2016		2016/2017
£000		£000
1,483	Central government bodies	1,574
3,053	Other local authorities	1,848
2,119	Other entities and individuals	4,137
<u>6,655</u>		<u>7,559</u>

Note 14: Investment and governance expenses

2015/2016		2016/2017
£000		£000
13,945	Investment management fees	12,105
206	Investment custody fees	103
672	Oversight and governance costs	1,009
<u>14,823</u>		<u>13,217</u>

The investment management fees above includes £1.0million (2015/16:£ 1.9million) in respect of performance-related fees paid/payable to the fund's investment managers. It also includes £1.5million in respect of transaction costs (2015/16: £1.1million).

Note 15a: Taxes on Income

2015/2016		2016/2017
£000		£000
821	Withholding tax – equities	988
103	Withholding tax – property	80
924		1,068

Note 15b: External Audit Costs

2015/2016		2016/2017
£000		£000
27	Payable in respect of external audit	27
27		27

Note 16: Investment income

2015/2016		2016/2017
£000		£000
	Bonds	
5,394	UK	4,079
6,956	Overseas	8,060
	Equities	
21,266	UK	22,358
12,322	Overseas	14,274
7,943	Property unit trusts	7,808
3,245	Diversified growth	1,226
3,406	Private equity	3,249
180	Interest on cash deposits	745
534	Other	507
61,337		62,306

Note 17a: Reconciliation of movements in investments and derivatives

	Market value at 31 Mar 2016	Purchases during the year and derivative payments	Sales during the year and derivative receipts	Market movements	Market value at 31 Mar 2017
	£000	£000	£000	£000	£000
Bonds	511,051	41,289	-33,783	64,745	583,302
Equities	1,851,024	368,898	-429,215	497,429	2,288,136
Property unit trusts	225,690	75,125	-25,937	489	275,367
Diversified growth	376,686	243,208	-242,797	13,160	390,257
Private equity	129,353	19,465	-29,763	26,058	145,113
Derivatives					
- Futures	26	-307	38	243	0
- Forex contracts	-6,287	72,443	-5,711	-60,490	-45
	3,087,543	820,121	-767,168	541,634	3,682,130
Cash	64,294			319	117,498
Other short term investments	47,000			0	42,000
Other investment balances	7,501			0	3,344
Borrowing	0			0	0
	3,196,346			541,953	3,844,972

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	Market value at 31 Mar 2015	Purchases during the year and derivative payments	Sales during the year and derivative receipts	Market movements	Market value at 31 Mar 2016
	£000	£000	£000	£000	£000
Bonds	512,119	157,937	-145,238	-13,767	511,051
Equities	1,908,092	257,490	-262,124	-52,434	1,851,024
Property unit trusts	199,410	35,963	-26,003	16,320	225,690
Diversified growth	360,061	30,344	0	-13,719	376,686
Private equity	112,642	24,797	-26,434	18,348	129,353
Derivatives					
- Futures	-288	470	-2	-154	26
- Forex contracts	-8,419	39,557	-12,829	-24,596	-6,287
	3,083,617	546,558	-472,630	-70,002	3,087,543
Cash	77,218			1,357	64,302
Other Short Term Investments	0				37,000
Other investment balances	6,592				7,501
Borrowing	0				0
	3,167,427			-68,645	3,196,346

Note 17b: Analysis of investments

	31 Mar 2016	31 Mar 2017
	£000s	£000s
Fixed interest securities		
UK public sector & quoted	251,315	298,283
Overseas public sector & quoted	66,961	66,803
Overseas pooled fund	192,775	218,216
	511,051	583,302
Equities		
UK quoted	495,555	279,493
UK pooled funds	281,110	389,731
Overseas quoted	564,742	990,625
Overseas pooled funds	509,617	628,287
	1,851,024	2,288,136
Property unit trusts		
UK property funds	224,098	263,100
Overseas property funds	1,592	12,267
	225,690	275,367
Diversified growth		
UK diversified growth funds	0	0
Overseas diversified growth funds	376,686	390,257
	376,686	390,257
Private equity		
UK limited partnerships	27,970	25,859
Overseas limited partnerships	20,452	24,237
UK fund of funds	0	0
Overseas fund of funds	80,931	95,017
	129,353	145,113
Derivatives		
Futures	26	
FX forward contracts	-6,287	-45
	-6,235	-45
Cash deposits	64,294	117,498
Other short term investments	37,000	42,000
Other investment balances		
Outstanding sales	1,459	1,385
Outstanding purchases	-1,105	-4,876
Tax due on accrued income	-43	0
Accrued income - dividends and interest	7,190	6,835
	7,501	3,344
Total investments	3,196,338	3,844,972

Note 17c: Analysis of derivatives**Futures**

Futures contracts are exchange traded contracts to buy or sell a standard quantity of a specific asset at a pre-determined future date. At 31 March 2017 the fund had four futures contracts in place with an unrealised loss of £61k. As at 31 March 2016 the Fund had three contracts in place with a net unrealised gain of £26k.

**31 March
2017**

Contract	Expiration date	Expiration date within	Type of underlying investment	Economic exposure £'000	Asset £'000	Liability £'000
Futures	08/06/2017	3 Months	US Treasury Bonds	-966	0	-9
Futures	21/06/2017	3 Months	US Treasury Bonds	844	0	-44
Futures	21/06/2017	3 Months	US Treasury Bonds	-1,156	0	0
Futures	28/06/2017	3 Months	UK Government Bonds	-3,572	0	-8
				-4,850	0	-61

**31 March
2016**

Contract	Expiration date	Expiration date within	Type of underlying investment	Economic exposure £'000	Asset £'000	Liability £'000
Futures	21/06/2016	3 Months	US Treasury Bonds	801	11	0
Futures	21/06/2016	3 Months	US Treasury Bonds	-3,721	8	0
Futures	28/06/2016	3 Months	UK Government Bonds	-7,637	7	0
				-10,557	26	0

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Forward currency contracts

Forward foreign exchange contracts are over the counter contracts whereby two parties agree to exchange two currencies on a specified future date at an agreed rate of exchange. At 31 March 2017 the Fund had forward currency contracts in place with a net unrealised loss of £45 (net unrealised loss of £6,287k at 31 March 2016).

2016/17

No of contracts	Contract settlement date within	Currency		Notional amount (local currency)		Asset £'000	Liability £'000
		Bought	Sold	Bought (000)	Sold (000)		
2	1 Month	CAD	GBP	381	-230	0	-1
2	1 Month	EUR	GBP	31	-26	0	0
1	2 Months	EUR	GBP	143	-123	0	-1
1	1 Month	GBP	AUD	8	-13	0	0
1	1 Month	GBP	BRL	13	-51	0	0
1	1 Month	GBP	EUR	3	-4	0	0
6	2 Months	GBP	EUR	7,635	-8,831	76	0
5	3 Months	GBP	EUR	109,884	-128,613	0	-268
1	1 Month	GBP	HKD	21	-207	0	0
1	2 Months	GBP	JPY	1,834	-254,405	7	0
4	3 Months	GBP	JPY	79,531	-11,190,096	0	-843
1	2 Months	GBP	SEK	3,205	-35,130	56	0
1	1 Month	GBP	USD	36	-45	0	0
4	2 Months	GBP	USD	12,531	-15,672	9	0
7	3 Months	GBP	USD	349,613	-436,628	902	0
1	1 Month	GBP	ZAR	49	-818	0	0
1	1 Month	IDR	GBP	1,011,204	-61	0	0
3	1 Month	JPY	GBP	222,490	-1,611	0	-14
3	1 Month	JPY	USD	46,526	-419	0	-1
1	2 Months	JPY	USD	254,440	-2,230	0	45
1	1 Month	USD	GBP	146	-117	0	-1
2	2 Months	USD	GBP	2,200	-1,769	0	-11
1	1 Month	USD	JPY	4	-450	0	0
1	1 Month	ZAR	GBP	11	-1	0	0
						1,050	-1,095

2015/16

No of contracts	Contract settlement date within	Currency		Notional amount (local currency)		Asset £'000	Liability £'000
		Bought	Sold	Bought (000)	Sold (000)		
1	One Month	BRL	USD	4,002	-1,122	17	-13
1	One Month	GBP	AUD	4	-8	0	0
1	One Month	GBP	EUR	20	-25	0	0
2	Two Months	GBP	EUR	6,118	-7,884	0	-140
4	Three Months	GBP	EUR	87,400	-112,765	0	-2,145
1	One Month	GBP	JPY	87	-14,147	0	0
3	Three Months	GBP	JPY	62,227	-10,246,348	0	-1,291
1	Two Months	GBP	SEK	2,482	-30,350	0	-126
4	Two Months	GBP	USD	16,283	-23,539	0	-93
6	Three Months	GBP	USD	278,256	-403,456	0	-2,403
1	One Month	GBP	ZAR	0	-9	0	0
1	One Month	USD	BRL	966	-4,002	7	-120
1	Four Months	USD	BRL	1,094	-4,002	4	-7
1	One Month	USD	GBP	457	-318	0	0
1	Two Months	USD	GBP	842	-580	6	0
1	Two Months	USD	JPY	2,290	-254,405	10	7
						44	-6,331

Stock Lending

Stock lending is the act of loaning a stock, derivative or other security to an investor or firm. During the financial year 2016/17 the fund operated a stock lending programme in partnership with the fund custodian. As at 31 March 17 the value of quoted securities on loan was £144.5million in exchange for collateral held by the fund custodian at fair value of £156.8million.

Note 17d: Investments analysed by fund manager

Market value 31 March 2016		Manager	Market value 31 March 2017	
£000	%		£000	%
831,747	26.0	Legal & General Investment Management	1,066,206	27.8
289,511	9.2	Majedie Asset Management	382,372	10.0
227,289	7.1	UBS Asset Management	300,771	7.8
440,714	13.8	Marathon Asset Management	486,154	12.7
249,031	7.8	Newton Investment Management	307,211	8.0
283,675	8.9	Western Asset Management	312,688	8.2
65,268	2.0	Franklin Templeton Investments	74,119	1.9
246,846	7.7	Standard Life Investments	0	0.0
129,839	4.1	Baillie Gifford Life Limited	143,695	3.7
205,181	6.4	CBRE Global Multi-Manager	232,323	6.1
25,687	0.8	Darwin Property Investment Management	68,875	1.8
0	0	Ruffer	123,768	3.2
0	0	Aviva	122,793	3.2
2,994,788			3,620,975	

The table above excludes the private equity portfolio, internal cash and residual cash held by the custodian.

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

Market value 31 March 2016 £000	% of total fund	Security	Market value 31 March 2017 £000	% of total fund
380,744	11.9	Legal & General World Developed Equity Index	464,390	14.5
255,392	8.0	Legal & General UK Equity Index	355,919	11.1

Note 18: Fair Value – Basis of Valuation

The basis of the valuation of each class of investment asset is set out below. There has been no change in the valuation techniques used during the year. All assets have been valued using fair value techniques which represent the highest and best price available at the reporting date.

Description of Asset	Valuation Hierachy	Basis of Valuation	Observable and unobservable inputs	Key sensitivities affecting the valuations provided
Market quoted investments	Level 1	Published bid market price ruling on the final day of the accounting period	Not required	Not required
Quoted bonds	Level 1	Fixed interest securities are valued at a market value based on current yields	Not required	Not required
Futures and Options in UK Bonds	Level 1	Published exchange prices at the year-end	Not required	Not required
Exchange Traded Pooled Investments	Level 1	Closing bid value on published exchanges	Not required	Not required
Unquoted Bonds	Level 2	Average of broker prices	Evaluated price feeds	Not required
Forward Foreign Exchange Derivatives	Level 2	Market forward exchange rates at the year-end	Exchange rate risk	Not required
Overseas bond options	Level 2	Option pricing model	Annualised volatility of counterparty credit risk	Not required
Pooled Investments - overseas unit trusts and property funds	Level 2	Closing bid price where bid and offer prices are published. Closing single price where single price published	NAV-based pricing set on a forward	Not required
Pooled Investments - Hedge funds	Level 3	Closing bid price where bid and offer prices are published. Closing single price where single price published	NAV-based pricing set on a forward	Valuations could be affected by material events occurring between the date of the financial statements provided and the pension fund's reporting date, by changes to expected cashflows, and by any differences between audited and unaudited accounts

Sensitivity of assets valued at level 3

Having analysed historical data and current market trends, and consulted with independent investment advisors, the fund has determined that the valuation methods described above are likely to be accurate to within the following ranges, and has set out below the consequent potential impact on the closing value of investments held at 31 March 2017.

	Assessed Valuation Range (+/-) £000	Value at 31 March 2017 £000	Value on Increase £000	Value on Decrease £000
Private Equity	15%	145,113	166,880	123,346
Pooled Investments - overseas unit trusts and property funds	10%	50,364	55,400	45,328
Total		195,477	222,280	168,674

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Note 18a: Classification of financial instruments

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

As at 31 March 2016

As at 31 March 2017

Designated as fair value though profit and loss £000	Loans and receivables £000	Financial liabilities at amortised costs £000		Designated as fair value though profit and loss £000	Loans and receivables £000	Financial liabilities at amortised costs £000
Financial assets						
511,051	0	0	Bonds	583,302	0	0
1,851,024	0	0	Equities	2,288,136	0	0
225,690	0	0	Property unit trusts	275,367	0	0
376,686	0	0	Diversified growth	390,257	0	0
129,353	0	0	Private equity	145,113	0	0
70	0	0	Derivatives	1,050	0	0
0	64,302	0	Cash	0	117,498	0
	37,000		Other short term investments		42,000	
8,649	0	0	Other investment balances	8,220	0	0
0	33,980	0	Debtors	0	31,446	0
3,102,523	135,282	0	Total financial assets	3,691,455	190,944	0
Financial liabilities						
-6,331	0	0	Derivatives	-1,095	0	0
-1,148	0	0	Other investment balances	-4,876	0	0
0	0	-6,655	Creditors	0	0	-7,559
0	0	0	Borrowings	0	0	0
-7,479	0	-6,655	Total financial liabilities	-5,971	0	-7,559
3,095,044	135,282	-6,655		3,685,474	190,944	-7,559

Note 18b: Valuation of financial instruments carried at fair value

The valuation of financial instruments has been classified into three levels, according to the quality and reliability of information used to determine fair values.

The valuation of financial instruments has been classified into three levels, according to the quality and reliability of information used to determine fair values.

Level 1

Financial instruments at level 1 are those where the fair values are derived from unadjusted quoted prices in active markets for identical assets or liabilities. Products classified as level 1 comprise quoted equities, quoted fixed securities, quoted index-linked securities and unit trusts.

Listed investments are shown at bid prices. The bid value of the investment is based on the bid market quotation of the relevant stock exchange.

Level 2

Financial instruments at level 2 are those where quoted market prices are not available, for example, where an instrument is traded in a market that is not considered to be active, or where valuation techniques are used to determine fair value and where these techniques use inputs that are based significantly on observable market data.

Level 3

Financial instruments at level 3 are those where at least one input that could have a significant effect on the instrument's valuation is not based on observable market data.

The fund's private equity investments are valued using techniques that require significant judgement in determining appropriate assumptions. The value of the investments in private equity are based on valuations provided by the managers of the private equity funds in which the Surrey Pension Fund is invested.

These valuations are prepared in accordance with the International Private Equity and Venture Capital Guidelines, which follow the valuation principles of IFRS.

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31 March 2017	Quoted market price Level 1 £000	Using observable inputs Level 2 £000	With significant unobservable inputs Level 3 £000	Total £000
Financial assets				
Financial assets through profit & loss	3,345,877	172,746	195,477	3,714,100
Total financial assets	3,345,877	172,746	195,477	3,714,100
Financial liabilities				
Financial liabilities through profit & loss	-5,971	0	0	-5,971
Total financial liabilities	-5,971	0	0	-5,971
Net financial assets	3,339,906	172,746	195,477	3,708,129
31 March 2016	Quoted market price Level 1 £000	Using observable inputs Level 2 £000	With significant unobservable inputs Level 3 £000	Total £000
Financial assets				
Financial assets through profit & loss	2,848,936	93,353	160,234	3,102,523
Total financial assets	2,848,936	93,353	160,234	3,102,523
Financial liabilities				
Financial liabilities through profit & loss	-7,479	0	0	-7,479
Total financial liabilities	-7,479	0	0	-7,479
Net financial assets	2,841,457	93,353	160,234	3,095,044

Note 18c: Reconciliation of Fair Value Measurements within Level 3

	Market Value as at 1st April 2016	Transfers Into Level 3	Transfers Out of Level 3	Purchases during the year and Derivative Payments	Sales during the year and Derivative Receipts	Realised Gains/Losses	Market Value as at 31 March 2017
Private Equity	129,353	0	0	19,465	-29,763	26,058	145,113
Pooled	30,881			1,601	0	17,882	50,364
Investments - overseas unit trusts and property funds							
	160,234	0	0	21,066	-29,763	43,940	195,477

Note 19: Outstanding commitments

At 31 March 2017 the Fund held part paid investments on which the liability for future calls amounted to £89million (£91million as at 31 March 2016).

Note 20: Nature and extent of risks arising from financial instruments**Risk and risk management**

The fund's primary long-term risk is that the fund's assets will fall short of its liabilities (ie promised benefits to members). Therefore the aim of investment risk management is to minimise the risk of an overall reduction in the value of the fund and to maximise the opportunity for gain across the whole portfolio. The fund achieves this through asset diversification to reduce exposure to market risk (price risk, currency risk and interest rate risk) and credit risk to an acceptable level. In addition, the fund manages its liquidity risk to ensure there is sufficient liquidity to meet the fund's forecast cash flows. The council manages these investment risks as part of its overall pension fund risk management programme.

Responsibility for the fund's risk management strategy rests with the Pension Fund. Risk management policies are established to identify and analyse the risks faced by the council's pensions operations. Policies are reviewed regularly to reflect changes in activity and in market conditions.

a) Market risk

Market risk is the risk of loss from fluctuations in equity prices, interest and foreign exchange rates and credit spreads. The fund is exposed to market risk from its investment activities, particularly through its equity holdings. The level of risk exposure depends on market conditions, expectations of future price, yield and the asset mix.

To mitigate market risk, the pension fund is invested in a diverse pool of assets to ensure a reasonable balance between different asset categories, having taken external professional advice as necessary. The management of the assets is split between a number of investment fund managers with different benchmark performance targets and investment strategies. Managers are expected to maintain a diverse portfolio and each manager has investment guidelines in place that specify the manager's investment powers and restrictions. Managers are required to report on any temporary breaches of their investment powers and are required to take corrective action as soon as is practicable.

Other price risk

Other price risk represents the risk that the value of a financial instrument will fluctuate as a result of changes in market prices (other than those arising from interest rate risk or foreign exchange risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all such instruments in the market.

The fund is exposed to share and derivative price risk. This arises from investments held by the fund for which the future price is uncertain. All securities investments present a risk of loss of capital. The maximum risk resulting from a financial instrument is determined by the fair value of the instrument.

By diversifying investments across asset classes and managers, the fund aims to reduce the exposure to price risk. Statutory limits prescribed by Regulations are also in place to avoid concentration of risk in specific areas.

Other price risk – Sensitivity Analysis

The WM Company has provided the fund with an analysis of historical asset class returns to determine potential movements in the market price risk of investments during 2016/17 reporting period. The potential volatilities are consistent with a one standard deviation movement in the change in value of the assets over the latest three years.

Asset type	Value at 31 March 2017	Change	Value on increase	Value on decrease
	£000		£000	£000
UK Equity	669,224	8.9%	728,785	609,663
Global Equity	1,618,912	9.3%	1,769,471	1,468,699
Bonds	583,302	5.9%	617,717	548,601
Alternatives	145,113	7.0%	155,271	135,013
Prop	275,367	2.0%	280,874	269,860
DG	390,257	3.8%	405,087	375,285
Cash	159,498	0.0%	159,498	159,482
Other	3,299	0.0%	3,299	3,299
Total Investment Assets	3,844,972		4,120,002	3,569,984

Surrey Pension Fund Statement of Accounts 2016/17

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Asset type	Value at 31 March 2016 £000	Change	Value on increase £000	Value on decrease £000
UK equities	776,665	10.01%	854,409	698,921
Overseas equities	1,074,359	9.32%	1,174,489	974,229
Fixed interest bonds	342,581	5.61%	361,800	323,362
Index linked	168,470	9.48%	184,441	152,499
Cash	64,302	0.01%	64,308	64,296
Other short term investments	37,000	0.01%	37,004	36,996
Property	225,690	1.74%	229,617	221,763
Alternatives	129,353	6.45%	137,696	121,010
Diversified growth fund	376,686	3.90%	391,377	361,995
Other assets	1,240	0.01%	1,241	1,239
Total Investment Assets	3,196,346		3,407,305	2,956,310

Interest rate risk

The fund invests in financial assets for the primary purpose of obtaining a return on investments. These investments are subject to interest rate risks, which represent the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The fund is predominantly exposed to interest rate risk through its holdings in bonds. Western Asset Management, the Fund's appointed active bond manager, manages this risk. The fund also invests in pooled bond funds managed by Legal & General and Franklin Templeton.

The fund's direct exposure to interest rate movements as at 31 March 2017 and 31 March 2016 is set out below. These disclosures present interest rate risk based on the underlying financial assets at fair value.

As at 31 March 2016 £000		As at 31 March 2017 £000
64,302	Cash & cash equivalents	49,844
37,000	Other short term investments	42,000
342,581	Fixed interest securities	383,930
443,883	Total	475,774

Interest rate risk sensitivity analysis

Surrey Pension Fund Statement of Accounts 2016/17

The council recognises that interest rates can vary and can affect both income to the fund and the value of the net assets available to pay benefits. Long term average interest rates are not particularly volatile from one year to the next so a potential move in interest rates of 100 basis points is deemed reasonable.

The analysis below assumes all other variables remain constant and shows the effect in the year on the net assets of a +/- 100 basis point change in interest rates.

Asset type	Carrying amount as at 31 March 2017	Change in net assets	
		+100 bps	- 100 bps
	£000	£000	£000
Cash & cash equivalents	49,844	50	-50
Other short term investments	42,000	42	-42
Fixed interest securities	383,930	384	-384
Total	475,774	476	-476

Asset type	Carrying amount as at 31 March 2016	Change in net assets	
		+100 bps	- 100 bps
	£000	£000	£000
Cash & cash equivalents	64,302	64	-64
Other short term investments	37,000	37	-37
Fixed interest securities	342,581	343	-343
Total	443,883	444	-444

Currency risk

Currency risk represents the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The fund is exposed to currency risk on financial instruments that are denominated in any currency other than sterling. The fund holds monetary and non-monetary assets denominated in currencies other than sterling.

The fund therefore has a policy to passively hedge up to 50% of the equity exposure to US Dollar, Yen and the Euro. Legal and General Investment Management manages this currency hedge. Individual fund managers may also use derivatives if permitted by their investment management agreements. Furthermore, fund managers will take account of currency risk in their investment decisions.

Currency risk – sensitivity analysis

The WM Company has provided the fund with an analysis of historical exchange rate movements to determine potential changes in the fair value of assets during the 2016/17 reporting period due to exchange rate movements.

The analysis assumes all other variables remain constant.

Asset type	Value at 31 March 2017 £000	% Change	Value on increase £000	Value on decrease £000
Equities	1,141,725	8.2%	1,235,371	1,048,079
Fixed interest	229,245	8.2%	248,048	210,442
Property and Private Equity	131,522	8.2%	142,310	120,734
Diversified Growth	390,257	8.2%	422,267	358,247
Cash and Other Assets	38,880	8.2%	42,069	35,691
Total	1,931,629	8.2%	2,090,065	1,773,193

For comparison last year figures are included below.

Asset type	Value at 31 March 2016 £000	% Change	Value on increase £000	Value on decrease £000
Equities	983,313	6.24%	1,044,672	921,954
Fixed interest	211,966	6.24%	225,193	198,739
Property and Private Equity	102,975	6.24%	109,401	96,549
Diversified Growth	376,686	6.24%	400,191	353,181
Cash and Other Assets	10,433	6.24%	11,084	9,782
Total	1,685,373	6.24%	1,790,541	1,580,205

b) Credit risk

Credit risk represents the risk that the counterparty to a transaction or a financial instrument will fail to discharge an obligation and cause the fund to incur a financial loss. The market values of investments generally reflect an assessment of credit in their pricing and consequently the risk of loss is implicitly provided for in the carrying value of the fund's financial assets and liabilities.

In essence the fund's entire investment portfolio is exposed to some form of credit risk, with the exception of the derivative positions, where the risk equates to the net market value of a positive derivative position. However, the selection of high quality counterparties, brokers and financial institutions minimises the credit risk that may occur through the failure to settle a transaction in a timely manner.

Contractual credit risk is represented by the net payment or receipt that remains outstanding, and the cost of replacing the derivative position in the event of a counterparty default. The residual risk is minimal due to the various insurance policies held by exchanges to cover defaulting counterparties.

The fund's cash balance is lent to borrowers in accordance with the county council's treasury management strategy. There are rigorous procedures in place to manage the security of all cash deposits, including criteria for the quality of counterparties and limits on the amount that can be placed with any one of those counterparties. The council operates a lowest common denominator approach to counterparty management which means that available counterparties must meet the minimum credit rating criteria with all three ratings agencies.

The fund has agreed a total of £42m in short fixed term deposits as part of the treasury management strategy; these include £27 million of fixed term deposits with other Local Authorities.

Fixed Term Deposits	No. of days	Balance at 31 March 2017 £000
Police & Crime Commissioner for Northumbria c/o Gateshead	122	10,000
South Ayrshire	92	5,000
Birmingham City Council	87	10,000
Police and crime commissioner for Staffordshire	133	5,000
Plymouth City Council	92	10,000
Newport City Council civic centre	29	2,000
Other short term investments		42,000

The fund holds a separate bank account with HSBC, which holds AA long term credit ratings (or equivalent) with all three credit rating agencies (Fitch, Moody's, Standard and Poor's).

The fund has a call account with Natwest Bank and Lloyds Bank, an account with a money market fund, managed by Goldman Sachs Asset management and a term deposit placed with Nationwide Building society. In line with the treasury strategy, the maximum deposit level allowed with each counterparty is £25 million.

Surrey Pension Fund Statement of Accounts 2016/17

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Balance at 31 March 2016 £000		Balance at 31 March 2017 £000
	Term Deposits	
10,000	Nationwide	0
	Call account	
12	Natwest	0
5,031	Lloyds	0
	Money market fund	
6,700	Goldman Sachs	490
	Aberdeen MMF	25,000
	Current account	
3,835	HSBC	586
25,578	Internally Managed Cash	26,076
38,724	Externally Managed Cash	91,422
64,302	Total Cash	117,498

The fund's cash holding under its treasury management arrangements as at 31 March 2017 was £26.1million (£25.6million at 31 March 2016).

c) Liquidity risk

Liquidity risk represents the risk that the fund will not be able to meet its financial obligations as they fall due. The council therefore takes steps to ensure that the pension fund has adequate cash to meet its commitments. The fund needs to manage its cash flows to ensure pensioner payroll costs are met and sufficient cash is available to meet investment commitments.

The treasury management activities of the fund are managed by Surrey County Council on a daily basis. A cash flow forecast is updated daily to help understand and manage the timings of the fund's cash flows.

The fund has immediate access to the internally managed cash holdings and money market fund.

The fund is able to borrow cash to meet short-term cash requirements, no such instances occurred during 2015/16 or 2016/17

The fund currently has a long-term positive cash flow, which reflects the fact that contributions into the fund exceed benefits being paid out. Cash flow surpluses are invested with fund managers, given that the fund has an aim of being as fully invested as possible after allowing for the need to hold working balances. Regular rebalancing exercises take place, which involves assessing the level of internal cash available to be invested with managers.

d) Derivative risk

Some portfolios in which the fund invests may utilise financial derivative instruments to reduce risks or costs or to generate additional returns to meet the portfolio's objectives. Use of such derivatives does not guarantee a positive result for the portfolio.

Derivatives may invoke a small initial investment but carry the potential for a much greater liability. This is known as leverage. A small market movement could therefore have a proportionately larger impact either for or against the fund. Other specific risks include the inability of the portfolio manager to close out a derivative position due to illiquidity in the derivative market.

The employment of derivatives within the fund is limited to specific portfolios where their usage is primarily to manage volatility associated with other holdings. A significant movement to the detriment of the portfolio is intended to be balanced by positive movements in other areas of the portfolio. Fund managers will be expected to ensure a balanced, diverse pool of assets with internal exposure restrictions to limit the impact of potential market movements.

Note 21: Related party transactions

i) Employer pension contributions paid by Surrey County Council in 2016/17 amounted to £67,508k (£65,019k in 2015/16).

2015/2016		2016/2017
£000		£000
43,370	Employers' current service contributions	44,261
21,087	Lump sum payments to recover the deficit in respect of past service	22,351
562	Payments into the fund to recover the additional cost of early retirement liabilities	896
<u>65,019</u>		<u>67,508</u>

ii) Surrey Pension Fund paid Surrey County Council £1,508k for services provided in 2016/17 (£1,382k in 2015/16).

2015/2016		2016/2017
£000		£000
261	Treasury management, accounting and managerial services	258
1,121	Pension administration services	1,250
<u>1,382</u>		<u>1,508</u>

iii) Net amounts owed by Surrey County Council to the fund as at 31 March 2017 were £5,621k (£8,583k at 31 March 2016).

Note 22: Key management personnel

The below employees of Surrey County Council hold key positions in the financial management of the Surrey Pension Fund. Their financial relationship with the fund is disclosed as a proportion of salary costs, including employer pension contributions and national insurance contributions that can be attributed to the fund.

2015/16 £	Position	2016/17 £	
22,484	Director of Finance	22,859	1
73,164	Pension Fund & Treasury Manager	75,795	2
44,132	Senior Specialist Advisor	47,139	2
53,662	Senior Accountant	55,545	3
<u>193,442</u>		<u>201,338</u>	

1. 15% of time allocated to pension fund
2. 70% of time allocated to pension fund
3. 100% of time allocated to pension fund

Note 23: Custody

Custody arrangements for all securities and cash balances are provided by the fund's global custodian, The Northern Trust Company, excluding private equity investments and internally held cash. For the Fund's private equity investments, the custodial arrangements are managed by the individual private equity partnership with each custodian in charge of all private equity partnership assets, not just those of the Surrey Pension Fund.

Custodian arrangements for the managers responsible for private equity are as follows:

Private Equity Manager	Custody Provider
BlackRock	PNC Bank
Goldman Sachs	State Street Global Advisors
HG Capital	Bank of New York Mellon
Livingbridge (Formerly ISIS)	Lloyds Banking Group
SL Capital	State Street Global Advisors, Deutsche Bank & JP Morgan
Capital Dynamics	Bank of America

Note 24 : Actuarial statement for 2016/17 - funding arrangements

This statement has been prepared in accordance with Regulation 57(1)(d) of the Local Government Pension Scheme Regulations 2013. It has been prepared at the request of the Administering Authority of the Fund for the purpose of complying with the aforementioned regulation.

Description of funding policy

The funding policy is set out in the Surrey Pension Fund's (the Fund) Funding Strategy Statement (FSS). In summary, the key funding principles are as follows:

- to ensure the long-term solvency of the Fund using a prudent long term view. This will ensure that sufficient funds are available to meet all members'/dependants' benefits as they fall due for payment;
- to ensure that employer contribution rates are reasonably stable where appropriate;
- to minimise the long-term cash contributions which employers need to pay to the Fund, by recognising the link between assets and liabilities and adopting an investment strategy which balances risk and return (NB this will also minimise the costs to be borne by Council Tax payers);
- to reflect the different characteristics of different employers in determining contribution rates. This involves the Fund having a clear and transparent funding strategy to demonstrate how each employer can best meet its own liabilities over future years; and
- to use reasonable measures to reduce the risk to other employers and ultimately to the Council Tax payer from an employer defaulting on its pension obligations.

The FSS sets out how the Administering Authority seeks to balance the conflicting aims of securing the solvency of the Fund and keeping employer contributions stable. For employers whose covenant was considered by the Administering Authority to be sufficiently strong, contributions have been stabilised to return their portion of the Fund to full funding over 20 years if the valuation assumptions are borne out.

Asset-liability modelling has been carried out which demonstrate that if these contribution rates are paid and future contribution changes are constrained as set out in the FSS, there is still around a 66% chance that the Fund will return to full funding over 20 years.

Funding Position as at the last formal funding valuation

The most recent actuarial valuation carried out under Regulation 62 of the Local Government Pension Scheme Regulations 2013 was as at 31 March 2016. This valuation revealed that the Fund's assets, which at 31 March 2016 were valued at £3,892 million, were sufficient to meet 83% of the liabilities (i.e. the present value of promised retirement benefits) accrued up to that date. The resulting deficit at the 2016 valuation was £679 million. Each employer had contribution requirements set at the valuation, with the aim of achieving full funding within a

time horizon and probability measure as per the FSS. Individual employers' contributions for the period 1 April 2017 to 31 March 2020 were set in accordance with the Fund's funding policy as set out in its FSS.

Principal Actuarial Assumptions and Method used to value the liabilities

Full details of the methods and assumptions used are described in the 2016 valuation report.

Method

The liabilities were assessed using an accrued benefits method which takes into account pensionable membership up to the valuation date, and makes an allowance for expected future salary growth to retirement or expected earlier date of leaving pensionable membership.

Assumptions

A market-related approach was taken to valuing the liabilities, for consistency with the valuation of the Fund assets at their market value.

The key financial assumptions adopted for the 2016 valuation were as follows:

Financial assumptions	31 March 2016
Discount rate	4.2%
Pay increases	2.4%
Price inflation/Pension increases	2.1%

The key demographic assumption was the allowance made for longevity. The life expectancy assumptions are based on the Fund's VitaCurves with improvements in line with the CMI 2013 model, assuming the current rate of improvements has reached a peak and will converge to long term rate of 1.25% p.a. Based on these assumptions, the average future life expectancies at age 65 are as follows:

	Males	Females
Current pensioners	22.5 years	24.6 years
Future pensioners	24.1 years	26.4 years

Copies of the 2016 valuation report and Funding Strategy Statement are available on request from Surrey County Council, the Administering Authority to the Fund.

Experience over the year since 31 March 2016

Since the last formal valuation, the Fund has achieved strong investment performance. This will have improved the funding position as at 31 March 2017.

The next actuarial valuation will be carried out as at 31 March 2019. The Funding Strategy Statement will also be reviewed at that time.

Barry McKay FFA

For and on behalf of Hymans Robertson LLP

19 May 2017

Note 25: Actuarial present value of future retirement benefits

CIPFA's Code of Practice on Local Authority Accounting 2016/17 requires Administering Authorities of LGPS funds that prepare pension fund accounts to disclose what IAS26 refers to as the actuarial present value of promised retirement benefits. I have been instructed by the Administering Authority to provide the necessary information for Surrey Pension Fund ("the Fund").

The actuarial present value of promised retirement benefits is to be calculated similarly to the Defined Benefit Obligation under IAS19. There are three options for its disclosure in the pension fund accounts:

- showing the figure in the Net Assets Statement, in which case it requires the statement to disclose the resulting surplus or deficit;
- as a note to the accounts; or
- by reference to this information in an accompanying actuarial report.

If an actuarial valuation has not been prepared at the date of the financial statements, IAS26 requires the most recent valuation to be used as a base and the date of the valuation disclosed. The valuation should be carried out using assumptions in line with IAS19 and not the Fund's funding assumptions.

Balance sheet

Year ended	31 March 2016	31 March 2017
	£m	£m
Present value of promised retirement benefits	4,684	5,710

The promised retirement benefits at 31 March 2017 (2016) have been projected using a roll forward approximation from the latest formal funding valuation as at 31 March 2016 (2013). The approximation involved in the roll forward model means that the split of benefits between the three classes of member may not be reliable. However, I am satisfied that the total figure is a reasonable estimate of the actuarial present value of benefit promises.

The above figures include both vested and non-vested benefits, although the latter is assumed to have a negligible value. Further, I have not made any allowance for unfunded benefits.

It should be noted the above figures are appropriate for the Administering Authority only for preparation of the pension fund accounts. They should not be used for any other purpose (i.e. comparing against liability measures on a funding basis or a cessation basis).

Assumptions

The assumptions used are those adopted for the Administering Authority's IAS19 report and are different as at 31 March 2017 and 31 March 2016. I estimate that the impact of the change in financial assumptions to 31 March 2017 is to increase the actuarial present value by £847m. I estimate that the impact of the change in demographic and longevity assumptions is to decrease the actuarial present value by £66m.

Financial assumptions

My recommended financial assumptions are summarised below:

Year ended	31 March 2016	31 March 2017
Inflation/pension increase rate	2.2%	2.4%
Salary increase rate	3.7%	2.7%
Discount rate	3.5%	2.6%

Longevity assumptions

Life expectancy is based on the Fund's VitaCurves with improvements in line with the CMI 2013 model, assuming the current rate of improvements has reached a peak and will converge to long term rate of 1.25% p.a. Based on these assumptions, the average future life expectancies at age 65 are summarised below:

	Males	Females
Current pensioners	22.5 years	24.6 years
Future pensioners*	24.1 years	26.4 years

Please note that the longevity assumptions have changed since the previous IAS26 disclosure for the Fund.

Commutation assumption

An allowance is included for future retirements to elect to take 25% of the maximum additional tax-free cash up to HMRC limits for pre-April 2008 service and 63% of the maximum tax-free cash for post-April 2008 service.

Professional notes

This paper accompanies my covering report titled 'Actuarial Valuation as at 31 March 2017 for accounting purposes'. The covering report identifies the appropriate reliances and limitations for the use of the figures in this paper, together with further details regarding the professional requirements and assumptions.

Anne Cranston AFA
19 May 2017
For and on behalf of Hymans Robertson LLP

Note 26: Additional Voluntary Contributions

Market Value 2015/16 £000	Position	Market Value 2016/17 £000
10,207	Prudential	12,401
<u>10,207</u>		<u>12,401</u>

Additional Voluntary Contributions, net of returned payments, of £2.7million were paid directly to Prudential during the year (£2.2million during 2015/16).

Note 27: Statement of investment principles

Full details of the fund's investment policy are documented in the Statement of Investment Principles. This is published in the pension fund's full annual report and on the Surrey Pension Fund website.

Note 28: Annual report

The Surrey Pension Fund Annual Report 2016/2017 provides further details on the management, investment performance and governance of the Fund.

Accruals

An accounting concept that recognises income when it is earned and expenditure when it is incurred, and not when cash is transferred. The inclusion of debtors, creditors and depreciation are examples of accruals.

Amortisation

The process of writing down the value of an intangible asset over time in order to spread the cost of the asset over the period of its useful economic life.

Assets held for sale

Properties that are being actively marketed and sale is expected in the next 12 months.

Assets under construction

Assets not yet ready for use. This could be new building works or road construction.

Balances

Balances are maintained for future years' budgets and to provide a cushion against expenditure being higher or income lower than expected. Contributions to balances can either be a planned contribution from the revenue budget or a transfer of any revenue surplus at the year-end. The maintenance of an appropriate level of balances is a fundamental part of prudent financial management.

Business Rates

See Non-Domestic Rates (NDR).

Capital expenditure

Expenditure on the acquisition or enhancement of a non-current asset. The cost of maintaining an asset at its current value is revenue expenditure.

Capital adjustment account

A balance sheet item, unique to local authority accounting, that is central to the capital accounting regime. The balance on the account cannot be used, but reflects the extent to which, to date, capital funding of assets has preceded depreciation of those assets.

Capital financing requirement

This represents the council's underlying need to borrow for capital purposes. The year on year change will be influenced by capital expenditure in each year.

Capital receipts

Proceeds from the sale of non-current assets. The council earmarks capital receipts to finance future capital expenditure.

Chartered Institute of Public Finance and Accountancy (CIPFA)

The professional accountancy institute that sets the standards for the public sector. CIPFA publishes the accounting codes of practice for local government.

The Code of Practice on Local Authority Accounting

The Code specifies the principles and practices of accounting required to prepare a Statement of Accounts which gives a true and fair view of the financial position and transactions of a local authority. It is based on International Financial Reporting Standards (IFRS), and has been developed by CIPFA/LASAAC under the oversight of the Financial Reporting Advisory Board.

Community assets

Assets that the local authority intends to hold in perpetuity which have no determinable useful life and which may have restrictions on their disposal. Examples include the countryside estate and historic assets that are not used in service delivery.

Contingent Assets / Liabilities

Possible assets / liabilities, which may arise in the future if certain events, not wholly within the control of the authority, take place. Contingent assets / liabilities are not recognised in the accounts but are disclosed by way of a note if it is probable that an inflow / outflow of economic benefits will occur.

Corporate and democratic core

The corporate and democratic core comprises all activities that local authorities engage in specifically because they are elected, multi-purpose authorities. It has two elements, corporate management and democratic representation and management. The activities within the corporate and democratic core are in addition to those, which would be incurred by a series of independent, single purpose bodies managing the same services. There is, therefore, no logical basis for apportioning these costs to services.

Creditors

Money owed by the council that is due immediately or in the short term. Creditors are an example of the concept of accruals.

Current service cost (pensions)

The increase in the present value of local government and firefighters' pension scheme's liabilities expected to arise from employee service in the current period.

Curtailed costs (pensions)

For a defined benefit scheme (such as LGPS and firefighters') an event that reduces the expected years of future service of present employees or reduces for a number of employees the accrual of defined benefits for some or all of their future service.

Debtors

Money that is due to the council but which has not yet been received. Debtors are an example of the concept of accruals.

Defined benefit scheme (pensions)

A pension or other retirement benefit scheme that defines the employees benefits and is independent of contributions and investment performance. Defined benefit schemes may be funded (local government pension scheme) or un-funded (firefighters' pension scheme).

Depreciation

A charge to the revenue account to reflect the consumption or use of a tangible non-current asset in service delivery. There is a corresponding reduction in the value of the non-current asset.

Discounting

The process of determining the present value of a payment or a stream of payments that is to be received in the future. Given the time value of money, a pound is worth more today than it would be worth tomorrow given its capacity to earn interest. Discounting is the method used to figure out how much these future payments are worth today.

Fair value

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's-length transaction.

Financial instruments

Any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another.

Financial year

The year of account, which runs from 1 April to 31 March.

Government grants

Financial assistance from central government, or its agents, in the form of cash transfers in return for compliance with certain conditions. These grants may be capital or revenue in nature.

Historic cost

The estimated value of an asset on the balance sheet based upon its original purchase cost less depreciation to date.

Impairment loss

The reduction in an asset's value due to physical deterioration or other factors beyond usual wear and tear.

Infrastructure assets

Non-current assets that cannot be taken away or transferred and from which benefit can only be derived through continued use. Examples of infrastructure assets are roads, bridges and footpaths.

Intangible assets

Intangible assets yield benefits to the council for more than one year but are without physical form. For example software licences and the development of website technology. Intangible assets are recorded at cost and amortised over their estimated useful economic life.

Interest cost (pensions)

For a defined benefit scheme, the expected increase during the period in the present value of the scheme liabilities because the benefits are one period closer to settlement.

Investment properties

Any property (land or buildings) held solely for rental income or for capital appreciation or both. Investment properties are not used to support the strategy or service obligations of the local authority.

Leasing

This facility is a means to obtain the use of vehicles, plant and computer equipment without physically owning these items. Leases may be either operational, where the asset reverts to the lessor at contract end; or finance leases, where the assets passes to the lessee.

Lessee

A party to a lease agreement who makes payment to use an asset owned by another party.

Lessor

A party to a lease agreement who receives payment, from another party, for the use of an asset which they own.

Material

Information is said to be material if its omission or misstatement could influence the decisions users take on the basis of the financial statements. Materiality therefore relates to the importance or significance of an amount, transaction, or discrepancy. The assessment of what is material is a matter of professional judgment; the size and nature of the item under consideration must be taken into account in making this judgement.

Minimum revenue provision (MRP)

A statutory provision set aside for the repayment of external debt, equal to an amount calculated on a prudent basis determined by the authority in accordance with statutory guidance.

Net current replacement cost

A method of valuation that estimates the cost of replacing or recreating an asset in its existing condition and in its existing use, i.e. the cost of its replacement or of the nearest equivalent asset, adjusted to reflect the current condition of the existing asset.

Net realisable value

A method of valuation that estimates the open market value of an asset in its existing use (or open market value in the case of non-operational asset), less the expenses required realising the asset.

Non-Domestic Rates (NDR)

The rates paid by businesses. The amount paid is based on the rateable value of the premises they occupy (set by the Inland Revenue) multiplied by a national rate in the pound set by the government. The rates are collected by local authorities and paid over to the government. They are then redistributed to local authorities on the basis of the relevant population. Under the Business Rates Retention Scheme, locally collected business rates are shared between local and central government. In Surrey the business rates income is shared: 50% to central government, 40% to the district or borough council and 10% to the county council.

Non-distributable costs

Non-distributed costs are costs relating to retirement and unused and unusable shares of assets. These cannot be charged to current service revenue accounts.

Past service cost (pensions)

For a defined benefit scheme, the increase in the present value of the scheme liabilities related to employee service in prior periods arising in the current period as a result of the introduction of, or improvement to, retirement benefits.

Precept

An amount levied on another public body in respect of the council tax. The county council collects its council tax share from district councils through a precept, and pays the Environment Agency for land drainage.

Provisions

Amounts set aside for any liabilities or losses that are likely to be incurred, but which are uncertain as to the amounts or the dates on which they will arise.

Prudential Code for Capital Finance in Local Authorities

The Prudential Code is a professional code of practice that supports local authorities in taking capital investment decisions. The code requires local authorities to set their own borrowing limits based upon affordability, sustainability and prudence.

Public Works Loan Board

A government agency providing long term loans to Local Authorities to finance part of their *Capital Expenditure*.

Reserves

These are amounts set aside for specific purposes. The council has discretion on whether it wishes to set aside these amounts as distinct from sums set aside in provisions. Movements on reserves are therefore charged or credited to the revenue account after the net cost of service provision has been determined. Revenue reserves are classified as earmarked reserves or as unallocated reserves or balances.

Revenue expenditure

Expenditure incurred on day to day running costs and confined to accounts within one financial year.

Revenue Expenditure Funded by Capital under Statute (REFCUS) is capital expenditure which does not give rise to an asset owned by the council. Examples include capital expenditure on foundation and voluntary aided schools.

Revenue Support Grant (RSG)

The principal way that central government funds local government revenue expenditure. This grant is non-specific and is based upon the government's assessment of how much a local authority should spend to provide a common level of service.

The Service Reporting Code of Practice (SeRCOP) previously used in local authority accounting to determine the service headings used in the Comprehensive Income & Expenditure Statement. It aimed to achieve consistency and comparability in the presentation of local authority service expenditure. Now local authority accounts are presented based on reporting structures at each individual authority with the aim to make the accounts more familiar and easier to use for local users of the accounts. The SeRCOP structure is still used for accounting returns to central government.

Soft Loans

Loans made by the authority at less than the prevailing market rate of interest.

Useful life

The period over which the council will benefit from the use of a non-current asset.

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The Audit Findings for Surrey County Council

Year ended 31 March 2017

17 July 2017

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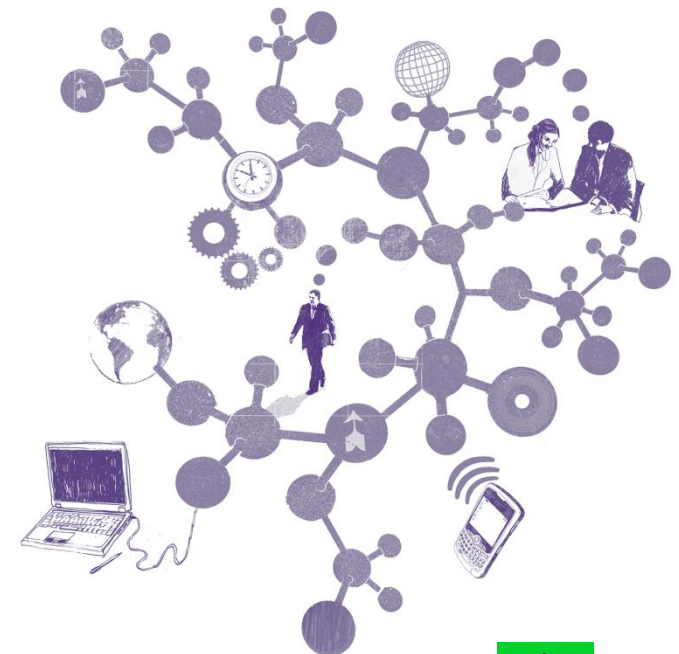
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July 2017

Dear Sirs

Audit Findings for Surrey County Council for the year ending 31 March 2017

This Audit Findings report highlights the key findings arising from the audit that are significant to the responsibility of those charged with governance (in the case of Surrey County Council Council, the Audit and Governance Committee), to oversee the financial reporting process, as required by International Standard on Auditing (UK & Ireland) 260, the Local Audit and Accountability Act 2014 and the National Audit Office Code of Audit Practice. Its contents have been discussed with Management.

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

The contents of this report relate only to those matters which came to our attention during the conduct of our normal audit procedures which are designed primarily for the purpose of expressing our opinion on the financial statements and giving a value for money conclusion. Our audit is not designed to test all internal controls or identify all areas of control weakness. However, where, as part of our testing, we identify any control weaknesses, we will report these to you. In consequence, our work cannot be relied upon to disclose defalcations or other irregularities, or to include all possible improvements in internal control that a more extensive special examination might identify. We do not accept any responsibility for any loss occasioned to any third party acting, or refraining from acting on the basis of the content of this report, as this report was not prepared for, nor intended for, any other purpose.

We would like to take this opportunity to record our appreciation for the kind assistance provided by the finance team and other staff during our audit.

Yours faithfully

Ciaran T McLaughlin

Chartered Accountants

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Section 1: Executive summary

01. Executive summary

02. Audit findings

03. Value for Money

04. Fees, non audit services and independence

05. Communication of audit matters

Purpose of this report

This report highlights the key issues affecting the results of Surrey County Council ('the Council') and the preparation of the Group and Council's financial statements for the year ended 31 March 2017. It is also used to report our audit findings to management and those charged with governance in accordance with the requirements of ISA (UK&I) 260, and the Local Audit and Accountability Act 2014 ('the Act').

Under the National Audit Office (NAO) Code of Audit Practice ('the Code'), we are required to report whether, in our opinion, the Council's financial statements give a true and fair view of the financial position of the Council and its income and expenditure for the year ended 31 March 2017 and whether they have been properly prepared in accordance with the CIPFA Code of Practice on Local Authority Accounting.

We are also required to consider other information published together with the audited financial statements (including the Annual Governance Statement (AGS) and Narrative Report, whether it is consistent with the financial statements, apparently materially incorrect based on, or materially inconsistent with, our knowledge of the Group and Council acquired in the course of performing our audit; or otherwise misleading.

We are required to carry out sufficient work to satisfy ourselves on whether the Council has made proper arrangements to secure economy, efficiency and effectiveness in its use of resources ('the value for money (VFM) conclusion'). Auditor Guidance Note 7 (AGN07) clarifies our reporting requirements in the Code and the Act. We are required to provide a conclusion whether in all significant respects, the Council has put in place proper arrangements to secure value for money through economic, efficient and effective use of its resources for the year ended 31 March 2017.

The Act also details the following additional powers and duties for local government auditors, which we are required to report to you if applied:

- a public interest report if we identify any matter that comes to our attention in the course of the audit that in our opinion should be considered by the Council or brought to the public's attention (section 24 of the Act);
- written recommendations which should be considered by the Council and responded to publicly (section 24 of the Act);
- application to the court for a declaration that an item of account is contrary to law (section 28 of the Act);
- issue of an advisory notice (section 29 of the Act); and
- application for judicial review (section 31 of the Act).

We are also required to give electors the opportunity to raise questions about the accounts and consider and decide upon objections received in relation to the accounts under sections 26 and 27 of the Act.

Introduction

In the conduct of our audit we have not had to alter or change our audit approach, which we communicated to you in our Audit Plan dated February 2017.

Our audit is substantially complete although we are finalising our procedures in the following areas:

- Audit testing of grant revenues, non-grant revenues, pay expenditure, revenue and expenditure cut-off testing,, related party transactions and our work on the valuation of PPE and consolidation procedures.
- review of the final version of the financial statements
- obtaining and reviewing the management letter of representation
- review of revised versions of the Annual Governance Statement (AGS)
- updating our post balance sheet events review, to the date of signing the opinion
- Whole of Government Accounts

We received draft financial statements and accompanying working papers at the commencement of our work, in accordance with the agreed timetable.

Key audit and financial reporting issues

Financial statements opinion

The key messages arising from our audit of the Council's financial statements are that the finance team:

- produced draft financial statements and working papers to a good standard.
- successfully implemented CIPFA's "Telling the Story" for 2016/17 changes which resulted in a change to the presentation of the Comprehensive Income and Expenditure Statement (CIES) and production of the new Expenditure Funding Analysis and associated notes.
- worked effectively with our audit team to ensure a smooth audit.

We have identified two adjustments affecting the Group and Council's reported financial position (details are recorded in section two of this report). The draft financial statements for the year ended 31 March 2017 recorded net expenditure of £156,403k; the audited financial statements show net expenditure of £152,020k. This change is primarily driven by changes made to short term debtors to record deferred receipts for the disposal of an asset which has in turn generated a gain on disposal which had previously not been recognised. We have also recommended a number of minor disclosure adjustments to improve the presentation of the financial statements.

Further details are set out in section two of this report.

We anticipate providing a unqualified audit opinion in respect of the financial statements (see Appendix B).

Other financial statement responsibilities

As well as an opinion on the financial statements, we are required to give an opinion on whether other information published together with the audited financial statements is consistent with the financial statements. This includes if the AGS and Narrative Report is misleading or inconsistent with the information of which we are aware from our audit.

Based on our review of the Council's Narrative Report and AGS we are satisfied that they are consistent with the audited financial statements. We are also satisfied that the AGS meets the requirements set out in the CIPFA/SOLACE guidance and that the disclosures included in the Narrative Report are in line with the requirements of the CIPFA Code of Practice.

Controls

Roles and responsibilities

The Council's management is responsible for the identification, assessment, management and monitoring of risk, and for developing, operating and monitoring the system of internal control.

Our audit is not designed to test all internal controls or identify all areas of control weakness. However, where, as part of our testing, we identify any control weaknesses, we report these to the Council.

Findings

Our work has not identified any control weaknesses which we wish bring to your attention.

Value for Money

In June 2015, a report on the inspection of services for children in need of help and protection, looked after children and care leavers, concluded that, overall, children's services in Surrey County Council were judged to be inadequate. You have been responsive to the issues identified by the inspection and undertaken a series of actions, as part of a three year strategy, to improve children's services. However recent Ofsted letters highlight areas where improvement is still required.

Based on our review, with the exception of the matter set out above in relation to arrangements for management of children's services, we are satisfied that in all significant respects you have put in place proper arrangements to secure economy, efficiency and effectiveness in your use of resources for the year ended 31 March 2017.

Further detail of our work on Value for Money are set out in section three of this report.

Other statutory powers and duties

We have received an objection from an elector to the Council's 2016/17 Accounts. The elector has alleged that the Council has unlawfully charged residents for the disposal of household DIY waste at its Community Recycling Centres. We are currently completing our work on this matter and will draft a statement of reasons to be sent to the elector before the end of July 2017. We have not identified any other issues that have required us to apply our statutory powers and duties under the Act.

Further details of our work on other statutory powers and duties is set out in section four of this report.

The way forward

Matters arising from the financial statements audit and our review of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources have been discussed with the Director of Finance.

Acknowledgement

We would like to take this opportunity to record our appreciation for the assistance provided by the finance team and other staff during our audit.

Grant Thornton UK LLP
July 2017

Section 2: Audit findings

01. Executive summary

02. Audit findings

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04. Fees, non audit services and independence

05. Communication of audit matters

Materiality

In performing our audit, we apply the concept of materiality, following the requirements of ISA (UK&I) 320: Materiality in planning and performing an audit. The standard states that 'misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements'.

As we reported in our audit plan, we determined overall materiality to be £26,789k (being 1.5% of gross revenue expenditure). We have considered whether this level remained appropriate during the course of the audit and have made no changes to our overall materiality.

We also set an amount below which misstatements would be clearly trivial and would not need to be accumulated or reported to those charged with governance because we would not expect that the accumulated effect of such amounts would have a material impact on the financial statements. We have defined the amount below which misstatements would be clearly trivial to be £1,339k. This remains the same as reported in our audit plan.

As we reported in our audit plan, we identified the following items where we decided not to set separate materiality levels but where we undertook more extensive testing.

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Balance/transaction/disclosure	Explanation
Cash and cash equivalents	All transactions made by the Council affect the balance and it is therefore considered to be material by nature.
Disclosures of officers' remuneration, salary bandings and exit packages in notes to the statements	Due to public interest in these disclosures and the statutory requirement for them to be made.
Disclosure of related party transactions in the notes to the statements	Due to public interest in these disclosures and the statutory requirement for them to be made.

Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements; Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both; and Judgments about matters that are material to users of the financial statements are based on a consideration of the common financial information needs of users as a group. The possible effect of misstatements on specific individual users, whose needs may vary widely, is not considered. (ISA (UK&I) 320)

Audit findings against significant risks

In this section we detail our response to the significant risks of material misstatement which we identified in the Audit Plan. As we noted in our plan, there are two presumed significant risks which are applicable to all audits under auditing standards.

Risks identified in our audit plan	Work completed	Assurance gained and issues arising
<p>The revenue cycle includes fraudulent transactions</p> <p>Under ISA (UK&I) 240 there is a presumed risk that revenue may be misstated due to the improper recognition of revenue.</p> <p>This presumption can be rebutted if the auditor concludes that there is no risk of material misstatement due to fraud relating to revenue recognition.</p>	<p>Having considered the risk factors set out in ISA240 and the nature of the revenue streams at Surrey County Council, we have determined that the risk of fraud arising from revenue recognition can be rebutted, because:</p> <ul style="list-style-type: none"> • there is little incentive to manipulate revenue recognition; • opportunities to manipulate revenue recognition are very limited; and • the culture and ethical frameworks of local authorities, including Surrey County Council, mean that all forms of fraud are seen as unacceptable. 	<p>Our audit work has not identified any material issues in respect of the rebutted fraudulent revenue recognition risk.</p> <p>Through our work we identified one issue whereby the Council had not accounted for the deferred capital receipt element in respect of an asset disposed of in the year. Thereby, understating Short term debtors and deferred capital receipts reserve as well as understating the gain on disposal of non-current assets. This misstatement is not due to fraud.</p> <p>Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any further issues in respect of revenue recognition.</p> <p>We will update the Audit and Governance Committee with the outcome of our work.</p>

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"Significant risks often relate to significant non-routine transactions and judgmental matters. Non-routine transactions are transactions that are unusual, due to either size or nature, and that therefore occur infrequently. Judgmental matters may include the development of accounting estimates for which there is significant measurement uncertainty." (ISA (UK&I) 315) . In making the review of unusual significant transactions "the auditor shall treat identified significant related party transactions outside the entity's normal course of business as giving rise to significant risks." (ISA (UK&I) 550)

Audit findings against significant risks (continued)

In this section we detail our response to the significant risks of material misstatement which we identified in the Audit Plan. As we noted in our plan, there are two presumed significant risks which are applicable to all audits under auditing standards.

Risks identified in our audit plan	Work completed	Assurance gained and issues arising
<p>Management over-ride of controls</p> <p>Under ISA (UK&I) 240 it is presumed that the risk of management over-ride of controls is present in all entities.</p>	<ul style="list-style-type: none"> • Review of entity controls • Review of journal entry process and selection of unusual journal entries for testing back to supporting documentation • review of accounting estimates, judgements and decisions made by management • review of unusual significant transactions. 	<p>Subject to the completion of our procedures as outlined on page 5 of this report, our audit work has not identified any evidence of management over-ride of controls. In particular the findings of our review of journal controls and testing of journal entries has not identified any significant issues.</p> <p>We will update the Audit and Governance Committee with the outcome of our work.</p> <p>We set out later in this section of the report our work and findings on key accounting estimates and judgements.</p>
<p>The expenditure cycle includes fraudulent transactions</p> <p>Practice Note 10 requires us to consider the risk of material misstatement due to fraudulent financial reporting that may arise from manipulation of expenditure recognition, especially where the body is required to meet targets. Although we did not report on our assessment to you as part of our planning we have included it here in the interests of completeness and transparency.</p>	<p>Having considered the risk factors and the nature of the expenditure at Surrey County Council, we have determined that the risk of fraud arising from the expenditure transactions can be rebutted:</p> <ul style="list-style-type: none"> • incentive and opportunities to manipulate expenditure are very limited. • the culture and ethical frameworks of local authorities, including Surrey County Council, mean that all forms of fraud are seen as unacceptable. • we are already reviewing unusual significant transactions, accounting estimates and journal entries in addressing the risk of management override of control above. 	<p>Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any issues in respect of revenue recognition.</p> <p>We will update the Audit and Governance Committee with the outcome of our work.</p>

Audit findings against significant risks (continued)

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Risks identified in our audit plan	Work completed	Assurance gained and issues arising
<p>Valuation of property, plant and equipment The Council revalues its assets on a rolling basis over a five year period. The Code requires that the Council ensures that the carrying value at the balance sheet date is not materially different from the current value. This represents a significant estimate by management in the financial statements.</p>	<ul style="list-style-type: none"> • Review of management's processes and assumptions for the calculation of the estimate. • Review of the competence, expertise and objectivity of any management experts used. • Review of the instructions issued to valuation experts and the scope of their work • Discussions with the Council's valuer about the basis on which the valuation was carried out, challenging the key assumptions. • Review and challenge of the information used by the valuer to ensure it was robust and consistent with our understanding. • Testing of revaluations made during the year to ensure they were input correctly into the Council's asset register • Evaluation of the assumptions made by management for those assets not revalued during the year and how management satisfied themselves that these were not materially different to current value. 	<p>Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any material issues in respect of the risk identified.</p> <p>We will update the Audit and Governance Committee with the outcome of our work.</p>
<p>Valuation of pension fund net liability The Council's pension fund net liability, as reflected in its balance sheet represents a significant estimate in the financial statements.</p>	<ul style="list-style-type: none"> • Identifying the controls put in place by management to ensure that the pension fund net liability is not materially misstated and assessing whether those controls were implemented as expected and whether they were sufficient to mitigate the risk of material misstatement. • Review of the competence, expertise and objectivity of the actuary who carried out the Council's pension fund valuation. • Gaining an understanding of the basis on which the IAS 19 valuation was carried out, undertaking procedures to confirm the reasonableness of the actuarial assumptions made. • Review of the consistency of the pension fund net liability disclosures in notes to the financial statements with the actuarial report from your actuary. 	<p>Our audit work has not identified any material issues in respect of the risk identified.</p>

Audit findings against other risks

In this section we detail our response to the other risks of material misstatement which we identified in the Audit Plan. Recommendations, together with management responses are attached at appendix A.

Transaction cycle	Description of risk	Work completed	Assurance gained & issues arising
Employee remuneration	<p>Payroll expenditure represents a significant percentage of the Council's gross expenditure.</p> <p>We identified the completeness of payroll expenditure in the financial statements as a risk requiring particular audit attention:</p> <ul style="list-style-type: none"> Employee remuneration accruals understated (Remuneration expenses not correct) 	<p>We have undertaken the following work in relation to this risk:</p> <ul style="list-style-type: none"> documented our understanding of processes and key controls over the transaction cycle and undertaken walkthrough of the key controls to assess the whether those controls were in line with our documented understanding. performed a trend analysis of the monthly payroll runs from during the year. performed other detailed testing in respect of the gross payroll expenditure balance ensured the reconciliation of pay expenditure in the ledger to the accounts. 	<p>Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any material issues in respect of the risk identified.</p> <p>We will update the Audit and Governance Committee with the outcome of our work.</p>

"In respect of some risks, the auditor may judge that it is not possible or practicable to obtain sufficient appropriate audit evidence only from substantive procedures. Such risks may relate to the inaccurate or incomplete recording of routine and significant classes of transactions or account balances, the characteristics of which often permit highly automated processing with little or no manual intervention. In such cases, the entity's controls over such risks are relevant to the audit and the auditor shall obtain an understanding of them." (ISA (UK&I) 315)

Audit findings against other risks continued

Transaction cycle	Description of risk	Work completed	Assurance gained & issues arising
Property, Plant and Equipment	<p>The Property Plant and equipment balances represent a substantial proportion of the Council's Balance Sheet.</p> <p>We identified the valuation of PPE activity in the financial statements as a risk requiring particular audit attention:</p> <ul style="list-style-type: none"> Property, Plant and Equipment activity not valid 	<p>We have undertaken the following work in relation to this risk:</p> <ul style="list-style-type: none"> documented our understanding of processes and key controls over the transaction cycle and undertaken walkthrough of the key controls to assess the whether those controls were in line with our documented understanding. performed sample testing of additions and disposals performed sample testing of depreciation charges for the year reviewed the reconciliation of the fixed asset register to the general ledger 	<p>Our audit work has identified an issue whereby the Council had not derecognised a school which had converted to an academy during the year, therefore overstating its assets and understating its other operating expenditure.</p> <p>Our audit work has not identified any further material issues in respect of the risk identified.</p>

Audit findings against other risks continued

Transaction cycle	Description of risk	Work completed	Assurance gained & issues arising
<p>Operating expenses</p>	<p>Non-pay expenditure represents a significant percentage of the Council's gross expenditure. Management uses judgement to estimate accruals of un-invoiced non-pay costs.</p> <p>We identified the completeness of non- pay expenditure in the financial statements as a risk requiring particular audit attention:</p> <ul style="list-style-type: none"> • Creditors understated or not recorded in the correct period (Operating expenses understated) 	<p>We have undertaken the following work in relation to this risk:</p> <ul style="list-style-type: none"> • documented our understanding of processes and key controls over the transaction cycle • undertaken walkthrough of the key controls to assess the whether those controls were in line with our documented understanding • confirmed the accounts payable system is fully integrated with the general ledger • Tested year-end creditors and accruals • Tested post year-end payments 	<p>Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any material issues in respect of the risk identified.</p> <p>We will update the Audit and Governance Committee with the outcome of our work.</p>
<p>Changes to the presentation of local authority financial statements</p>	<p>CIPFA has been working on the 'Telling the Story' project, for which the aim was to streamline the financial statements and improve accessibility to the user and this has resulted in changes to the 2016/17 CIPFA Code of Practice.</p> <p>The changes affect the presentation of income and expenditure in the financial statements and associated disclosure notes. A prior period adjustment (PPA) to restate the 2015/16 comparative figures is also required.</p>	<p>We have undertaken the following work in relation to this risk:</p> <ul style="list-style-type: none"> • documented and evaluated the process for the recording the required financial reporting changes to the 2016/17 financial statements • reviewed the re-classification of the Comprehensive Income and Expenditure Statement (CIES) comparatives to ensure that they are in line with the Council's internal reporting structure • reviewed the appropriateness of the revised grouping of entries within the Movement In Reserves Statement (MIRS) • tested the classification of income and expenditure for 2016/17 recorded within the Cost of Services section of the CIES • tested the completeness of income and expenditure by reviewing the reconciliation of the CIES to the general ledger • tested the classification of income and expenditure reported within the new Expenditure and Funding Analysis (EFA) note to the financial statements • reviewed the new segmental reporting disclosures within the 2016/17 financial statements to ensure compliance with the CIPFA Code of Practice. 	<p>Our audit work has not identified any material issues in respect of the risk identified.</p>

Audit findings against other risks continued

Going concern

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

We reviewed the management's assessment of the going concern assumption and the disclosures in the financial statements and concluded that there is not a material uncertainty about the entity's ability to continue as a going concern.

We carried out the following work and concluded that there is not a material uncertainty about the Council's ability to continue as a going concern.

- Reviewed management's assessment of the going concern assumption and the disclosures in the financial statements.
- Reviewed your Medium Term Financial Plan including forecast income and expenditure over the next two years.
- Refreshed our understanding of your internal financial governance mechanisms.
- Reviewed your historic savings achievements and your future savings programme.
- Considered whether statutory services will still be delivered over the next two years.

Significant matters discussed with management

	Significant matter	Commentary
1.	The valuation of the Council's investment in Halsey Garton share capital	<ul style="list-style-type: none"> The Council has accounted for its investment in the share capital of Halsey Garton Property Ltd at cost less impairment, i.e. current nominal value of the shares. The Code requires for investments of this nature to be measured at fair value, exceptional circumstances permitting. The Council has been able to demonstrate that the fair value estimate based on the net assets of the company plus present value of future projected cashflows over the next ten years is not materially different to the cost less impairment valuation of the shares as disclosed in the accounts. Through our work on this area we have gained reasonable assurance over the validity of the method and key underlying assumptions over management's assertion that the cost less impairment measurement is not materially different to the fair value of the Council's investment in the share capital of Halsey Garton Property Ltd.
2	The valuation the Eco Park build costs, which are shown within Assets under Construction	<ul style="list-style-type: none"> The Council has a PFI contract with Suez (formerly known as SITA) for the delivery of an integrated waste service, including the construction of the Eco Park waste infrastructure. The Eco Park is currently under construction and Suez provide the Council with capital expenditure incurred in relation to the project at the end of each financial year which is fed into the accounts. Through our audit work we have challenged the Council to demonstrate what processes and controls are in place to validate the capital expenditure figures provided by Suez that are recorded in the accounts. The Council has demonstrated that it has sufficiently robust processes in place to validate the capital expenditure including their own qualified and experienced project manager carrying out weekly on-site assessment to assess progress against project milestones.

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Group audit scope and risk assessment

ISA (UK&I) 600 requires that as Group auditors we obtain sufficient appropriate audit evidence regarding the financial information of the components and the consolidation process to express an opinion on whether the group financial statements are prepared, in all material respects, in accordance with the applicable financial reporting framework.

Component	Significant?	Level of response required under ISA 600	Risks identified	Work completed	Assurance gained & issues raised
South East Business Services Ltd	No	Analytical	None	High Level Analytical review	Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any material issues in respect of the risk identified. We will update the Audit and Governance Committee with the outcome of our work.
Surrey Choices Ltd	No	Analytical	None	High Level Analytical review	Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any material issues in respect of the risk identified. We will update the Audit and Governance Committee with the outcome of our work.
Halsey Garton Property Ltd	Yes	Targeted	Valuation of Investment Property assets and share capital	Detailed testing of the asset and liability balances material to the group.	Subject to completion of our procedures as outlined on page 5 of this report and our findings on page 17, our audit work has not identified any material issues in respect of the risk identified. We will update the Audit and Governance Committee with the outcome of our work.

Accounting policies, estimates and judgements

In this section we report on our consideration of accounting policies, in particular revenue recognition policies, and key estimates and judgements made and included with the Council's financial statements.

Accounting area	Summary of policy	Comments	Assessment
Revenue recognition	<ul style="list-style-type: none"> • Revenue (income) from the sale of goods and provision of services is recognised when the Council transfers the goods or completes delivery of a service, rather than when income is received. • 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: <ul style="list-style-type: none"> (i) The Council will comply with the conditions attached to the payments; and (ii) The grant or contributions will be received. 	<p>Our review of the accounting policies confirmed that policies in respect of revenue recognition are adequately disclosed in line with the requirements of the Code.</p> <p>Our audit work has identified an issue whereby the Council had not recognised the deferred capital element in respect of an asset disposed of during the year. Therefore, understating Short term debtors and the gain on disposal of non-current assets. However, the misstatement was not a result of inadequate accounting policy.</p>	

Assessment


● Marginal accounting policy which could potentially attract attention from regulators
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● Accounting policy appropriate but scope for improved disclosure

● Accounting policy appropriate and disclosures sufficient

Accounting policies, estimates and judgements continued

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Accounting area	Summary of policy	Comments	Assessment
<p>Judgements and estimates</p>	<ul style="list-style-type: none"> • Critical judgments include <ul style="list-style-type: none"> – Level of government grant funding and recognition of grant revenues – Accounting for the Council’s PFI schemes – Accounting for schools – Fair value measurement of surplus assets – The Council’s interest in other entities • Key estimates include <ul style="list-style-type: none"> – The useful economic lives of PPE – Pensions Liability – Provision for the impairment of receivables – Fair value measurements where level 1 inputs are unavailable. <p>(Level 1 - quoted prices (unadjusted) in active markets for identical assets or liabilities that the authority can access at the measurement date).</p>	<p>Critical judgements and key estimation uncertainties are disclosed in notes 3 and 4 of the financial statements and are consistent with the requirements of the CIPFA Code.</p> <p>The Code requires that the Council ensures that the carrying value of its assets at the reporting date is not materially different from the current value. Given that the Council revalues its assets on a rolling basis over a five year period the Council should therefore include a critical judgement as to why the carrying value of assets which have potentially not been revalued for up to four years are not materially different to their current value.</p>	



Assessment

● Marginal accounting policy which could potentially attract attention from regulators
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● Accounting policy appropriate but scope for improved disclosure

● Accounting policy appropriate and disclosures sufficient

Accounting policies, estimates and judgements continued

Accounting area	Summary of policy	Comments	Assessment
Going concern	The Director of Finance, (s151 officer) has a reasonable expectation that the services provided by the Council will continue for the foreseeable future. Members concur with this view. For this reason, the Council continues to adopt the going concern basis in preparing the financial statements.	We have reviewed the Council's assessment and are satisfied with management's assessment that the going concern basis is appropriate for the 2016/17 financial statements.	
Other accounting policies	We have reviewed the Council's policies against the requirements of the CIPFA Code and accounting standards.	Whilst we identified no significant issues we have identified a few areas where improved disclosure is required around pooled budget arrangements and financial instruments.	

Assessment

Other communication requirements

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

	Issue	Commentary
1.	Matters in relation to fraud	<ul style="list-style-type: none"> We have previously discussed the risk of fraud with the Audit and Governance Committee in February 2017. We have not been made aware of any other incidents in the period and no other issues have been identified during the course of our audit procedures.
2.	Matters in relation to related parties	<ul style="list-style-type: none"> From the work we carried out, we identified that the Council had not disclosed transactions with entities over which it has control or with entities over which it has significant influence. However, the Council has included disclosure of these transactions within the audited accounts.
3.	Matters in relation to laws and regulations	<ul style="list-style-type: none"> You have not made us aware of any significant incidences of non-compliance with relevant laws and regulations and we have not identified any incidences from our audit work.
4.	Written representations	<ul style="list-style-type: none"> A standard letter of representation has been requested from the Council, including specific representations in respect of the Group, which is included in the Audit and Governance Committee papers. Specific representations have been requested from management in respect of the significant assumptions used in making accounting estimates for: <ul style="list-style-type: none"> Valuation of the Council's investment in Halsey Garton Property Ltd.'s share capital Council's judgement that the carrying value of assets not revalued in the current year are not materially different to their current value had they been subject to full valuation at the reporting date
5.	Confirmation requests from third parties	<ul style="list-style-type: none"> We requested from management permission to send confirmation requests to the Council's bank and counterparties with whom the Council has placed investment deposits or has borrowed from. This permission was granted and the requests were sent. With the exception of a small number of outstanding responses these requests were returned with positive confirmation.
6.	Disclosures	<ul style="list-style-type: none"> Please refer to page 30 of this report where we have detailed any disclosure issue identified during the course of the audit.

Other communication requirements continued

	Issue	Commentary
7.	Matters on which we report by exception	<ul style="list-style-type: none"> We are required to report on a number of matters by exception in a number of areas: <p>We have not identified any issues we would be required to report by exception in the following areas</p> <ul style="list-style-type: none"> If the Annual Governance Statement does not meet the disclosure requirements set out in the CIPFA/SOLACE guidance or is misleading or inconsistent with the information of which we are aware from our audit The information in the Narrative Report is materially inconsistent with the information in the audited financial statements or our knowledge of the Group/Council acquired in the course of performing our audit, or otherwise misleading.
8.	Specified procedures for Whole of Government Accounts	<p>We are required to carry out specified procedures (on behalf of the NAO) on the Whole of Government Accounts (WGA) consolidation pack under WGA group audit instructions.</p> <p>As the Council exceeds the specified group reporting threshold we examine and report on the consistency of the WGA consolidation pack with the Council's audited financial statements.</p> <ul style="list-style-type: none"> Note that this work is planned for September 2017.
9.	Formal Objections	<ul style="list-style-type: none"> The Council has received one formal objection to the accounts during the official accounts inspection period, which has been reviewed and been responded to accordingly.

Internal controls

The controls were found to be operating effectively and we have no matters to report to the Audit and Governance Committee.

The matters reported here are limited to those deficiencies that we have identified during the course of our audit and that we have concluded are of sufficient importance to merit being reported to you in accordance with auditing standards.

"The purpose of an audit is for the auditor to express an opinion on the financial statements. Our audit included consideration of internal control relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. The matters being reported are limited to those deficiencies that the auditor has identified during the audit and that the auditor has concluded are of sufficient importance to merit being reported to those charged with governance." (ISA (UK&I) 265)



Internal controls – review of recommendations raised in prior year

	Assessment	Recommendations raised in the prior year	Update from Management on actions taken in response to the recommendation
1.	✓	<p>IT controls – segregation of duties</p> <p>Review user access segregation conflicts and reduce the number of conflicts where possible, using the acquired system functionality. Management also should examine whether any existing compensating controls are sufficient to mitigate the risks posed by the current conflicts.</p> <p>Ensure that programmers do not have more than read-only system access. Where it is necessary for a programmer to have such access, this should be done under very strict conditions using a system account that is created especially and exclusively for the purpose of resolving the issue.</p>	<p>We continually review the access granted to developers and consultants to remove unnecessary access and time limit access to a defined project length. There remain two employees of the Council with access to the role which was of particular concern. These are employees within the SAP security team of IT&D. Their work requires access to all areas of the system. The risk of this is mitigated as reports can be run on all the changes the security team make on the system. These are periodically reviewed by internal audit.</p>
Page 303	✓	<p>IT controls – inappropriate system roles</p> <p>Ensure that user permissions are consistent with job positions within the organization. Periodic reviews of the system roles should be undertaken to ensure that the roles match the job position over time. A review of the role structure in conjunction with the recommendation in 1 above will help prevent further conflicts from occurring in the SAP system.</p> <p>The SAP_ALL profile should be reserved for use within an emergency user account that can be locked when not in use. Most day to day administrative activities do not required such wide ranging access as provided by this profile.</p>	<p>The organisations team now liaise with managers when doing restructures to ensure that SAP roles are consistent with job positions within the Council. Additionally reports have been built to remove access from users who no longer require access to a specific area, e.g. time administration. There remain two employees of the Council with access to the role which was of particular concern. These are employees within the SAP security team of IT&D. Their work requires access to all areas of the system. The risk of this is mitigated as reports can be run on all the changes the security team make on the system. These are periodically reviewed by internal audit.</p>

Assessment
 ✓ Action completed
 X Not yet addressed

Internal controls – review of recommendations raised in prior year (continued)

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	Assessment	Recommendations raised in the prior year	Update from Management on actions taken in response to the recommendation
3.		<p>IT controls – inappropriate system access</p> <p>The use of these accounts should be restricted to system administrators and personnel who have been given appropriate levels of permission to access all custom programs. Such level of access should be allocated to emergency user accounts that are operated under strict change management controls.</p>	<p>The accounts where concerns are raised are restricted to specific users. We constantly review the access assigned to these users and usually access is given with strict time constraints i.e. the access expires within a month or at the conclusion of a project.</p>
4.	In progress	<p>IT controls – security audit log functionality is not enabled</p> <p>Ensure that system security audit logs are recorded and monitored.</p>	<p>Audit log functionality is enabled for the two key functional areas HR & Finance that most present the sort of risks stated in the report (inappropriate access or authorisation limits). Also in conjunction we also undertake a range of other activities within our SAP security team to take more preventative steps to ensure we manage such risks (roles monitored and process audits) , which are being further strengthened by implementation of the GRC (Governance Risk & Compliance) module.</p>
5.		<p>IT controls – weak password controls</p> <p>Strengthen passwords by enforcing the need for at least one numerical character and one special character in the password string. Automatic password expiry should be enabled within the system.</p>	<p>Our SAP passwords are synchronised to our LAN passwords and these do have the requirements suggested and have validity periods whereby users are prompted & have to change their passwords within an expiry date or their accounts & access to our systems and files will be locked</p>

Assessment
 ✓ Action completed
 X Not yet addressed

Adjusted misstatements

A number of adjustments to the draft accounts have been identified during the audit process. We are required to report all non trivial misstatements to those charged with governance, whether or not the accounts have been adjusted by management. The table below summarises the adjustments arising from the audit which have been processed by management.

Impact of adjusted misstatements

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

Detail	Comprehensive Income and Expenditure Statement £'000	Balance Sheet £'000	Impact on total net expenditure £000
1 Testing of PPE disposals identified an asset disposed of by the Council for which part of the sales proceeds had been deferred. This deferred element of sales proceeds had not been recognised within the accounts.	Cr: Other Operating Income – (12,113)	Dr: Short term Debtors – 12,113	(12,113)
2 Testing of PPE Derecognitions identified a Council maintained school which had converted to an academy during the year but had not been derecognised from the Balance sheet.	Dr: Financing and Investment Expenditure – 7,730	Cr: Property, Plant & Equipment – (7,730)	7,730
3 Casting error meant that Gross expenditure and Gross Income on the Deficit on Provision of services line of the CIES were both overstated although net expenditure was correct.	Dr: Deficit on the Provision of services (Gross Exp.) - 2,613 Cr: Deficit on the Provision of services (Gross Inc.) – (2,613)		

Adjusted misstatements (continued)

	Detail	Comprehensive Income and Expenditure Statement £'000	Balance Sheet £'000	Impact on total net expenditure £000
4	<p>Testing of PPE identified that the Council had not separately disclosed the depreciation written out upon revaluation of assets at year end 31 March 2017. Instead, the depreciation required to be written out had been applied to the cost of the asset. This resulted in Accumulated Depreciation and Cost of assets each being overstated. The correcting entries also require an adjustment to opening balances for Cost and Accumulated depreciation. This issue had no impact on the net book value of PPE on the Balance Sheet in the current or prior year.</p>		<p>Dr: Depreciation written out to the revaluation reserve – 25,104.</p> <p>Cr: PPE at cost – (25,104).</p> <p>Dr: PPE Accumulated Depreciation Opening balance – 34,984.</p> <p>Cr: PPE Opening Balance at Cost – (34,984).</p>	
	Overall impact	(£4,383k)	£4,383k	(£4,383k)

Misclassifications and disclosure changes

The table below provides details of misclassification and disclosure changes identified during the audit which have been made in the final set of financial statements. The Accounts have been subject to a review by our financial reporting team during the year and the findings from their review have been added to the findings from the audit teams review.

Adjustment type	Value £'000	Account balance	Impact on the financial statements
1 Misclassification	1,965	CIES	Gross Income for Human Resources & Org development service segment had been incorrectly classified as income relating to Highways & Transport services. No net impact on the CIES.
2 Disclosure	17,906	Note 33: Grants & Contributions	Other Revenue grants credited to services had been incorrectly disclosed as £9,497k rather than £27,403k.
3 Disclosure	4	Note 31: External Audit costs	Formatting error had meant the Fee payable in respect of the certification of the Teachers' Pension return had been incorrectly disclosed as an audit fee rebate.
4 Disclosure	Various	Notes to the Group Accounts	The Council had not disclosed audit fees payable by Halsey Garton Property Ltd, Surrey Choices Ltd and SEBS Ltd to their external auditor (Grant Thornton UK LLP)
5 Disclosure	Various	Note 40: Defined benefit pension schemes	The Council had incorrectly disclosed figures in relation to the fair value of scheme assets, principal assumptions and investment assets. No net impact on the Balance sheet.
6 Disclosure	Various	Note 34: Related Party Transactions	The Council had not disclosed the transactions with its wholly owned subsidiary companies (i.e. entities over which it has control over) within the accounts
7 Disclosure	-	Various	A number of minor disclosure adjustments have been made in order for the financial statements to meet the requirements of the CIPFA Code and to correct casting errors within the Council and group accounts.

Section 3: Value for Money

01. Executive summary

02. Audit findings

03. Value for Money

04. Fees, non-audit services and independence

05. Communication of audit matters

Background

We are required by section 21 of the Local Audit and Accountability Act 2014 (the Act) and the NAO Code of Audit Practice (the Code) to satisfy ourselves that the Council has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources. This is known as the Value for Money (VFM) conclusion.

We are required to carry out sufficient work to satisfy ourselves that proper arrangements are in place at the Council. The Act and NAO guidance state that for local government bodies, auditors are required to give a conclusion on whether the Council has put proper arrangements in place.

In carrying out this work, we are required to follow the NAO's Auditor Guidance Note 3 (AGN 03) issued in November 2016. AGN 03 identifies one single criterion for auditors to evaluate:

In all significant respects, the audited body takes properly informed decisions and deploys resources to achieve planned and sustainable outcomes for taxpayers and local people.

AGN03 provides examples of proper arrangements against three sub-criteria but specifically states that these are not separate criteria for assessment purposes and that auditors are not required to reach a distinct judgement against each of these.

Risk assessment

We carried out an initial risk assessment in January 2017 and identified a number of significant risks in respect of specific areas of proper arrangements using the guidance contained in AGN03. We communicated these risks to you in our Audit Plan dated February 2017.

We have continued our review of relevant documents up to the date of giving our report, and have not identified any further significant risks where we need to perform further work.

Significant qualitative aspects

AGN 03 requires us to disclose our views on significant qualitative aspects of the Council's arrangements for delivering economy, efficiency and effectiveness.

We have focused our work on the significant risks that we identified in the Council's arrangements. In arriving at our conclusion, our main consideration was in relation to the Ofsted inspection of children's services risk:

- There have been improvements in the arrangements during 2016/17. Full completion of the improvement programme is not due to be completed until later in 2016/17 and, as such, you remain in the process of bringing arrangements into line with required standards. The Department for Education has decided to maintain the current level of intervention in respect of children's services. Accordingly, we have qualified our Value for Money conclusion in respect of Children's Services for 2016/17.

We have set out more detail on the risks we identified, the results of the work we performed and the conclusions we drew from this work later in this section.

Overall conclusion

Based on the work we performed to address the significant risks, we concluded that:

- except for the matter set out above in respect of children's services, you had proper arrangements in all significant respects.

We therefore propose to give a qualified 'except for' conclusion on your arrangements for securing economy, efficiency and effectiveness in your use of resources.

The text of our proposed report can be found at Appendix B.

Key findings

We set out below our key findings against the significant risks we identified through our initial risk assessment and further risks identified through our ongoing review of documents.

Significant risk as identified in our Audit Plan in March 2017	Work to address	Findings and conclusions
<p>Financial Health The Council has historically managed its finances well and has consistently achieved savings targets. It is on course to achieve a balanced budget for 2016/17. However, following the most recent settlement, the scale of efficiencies and savings required is sizeable and the Council has decided to hold a referendum in May 2017 where it is asking electors to agree a proposed increase of 15% in the level of Council Tax. There is a risk that if the Council does not receive the mandate which it has asked for from tax payers, it will need to draw back significantly on its proposed spending programme.</p>	<ul style="list-style-type: none"> • review the Council's progress in updating its medium term financial strategy and the reports to Members • review the outturn position for 2016/17 and the budget plans for 2017/18 and 2018/19 • meet with key officers to discuss key strategic challenges and the Council's proposed response. 	<p>You have a history of good financial management and delivered a surplus out turn for 2016/17, enabling you to increase reserve levels. You face a significant challenge to balance the budget going forward, with a savings target of £104m in 2017/18. The gap between income and expenditure over the next few years is being driven by escalating social care costs and a continued reduction in central government grant income. You have costed plans in place to reduce the gap by making efficiencies to services, reducing selected non-statutory services and using your reserves. You are pursuing innovative schemes and working with other councils to save money. You are also looking at methods of income generation via investment in property. Even with all these schemes in place, early budget monitoring indicates potential for an overspend (approx. 2% of expenditure) in 2017/18. You recognise the need for management action to ensure the Council spends within its available resources. You are aware of the financial environment and have robust arrangements in place to monitor budgets against actuals, identify areas of focus and take action. Even with your strong track record of making efficiency savings the scale of the task going forward will require a strategic approach.</p> <p>On that basis we concluded that the risk was sufficiently mitigated and the Council has adequate arrangements</p>

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Key findings (continued)

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Significant risk as identified in our Audit Plan in March 2017	Work to address	Findings and conclusions
<p>Ofsted inspection of children's services Ofsted issued a critical report on children's services in 2014/15 and the council is currently subject to follow up review. We issued a qualified except for conclusion in 2014/15 and 2015/16. Until such time as Ofsted confirmed adequate arrangements are in place this remains a significant risk.</p>	<ul style="list-style-type: none"> review update reports from Ofsted and / or the Department for Education as they become available and take these into account in forming our conclusion. 	<p>We reviewed the Ofsted letters dated 10 February 2017 and 13 June 2017.</p> <p>It is clear from these letters that you have made good progress against your improvement plan since the Ofsted inspection in June 2015 and should be commended for the outcome of this work. However Ofsted point out some areas where more work is required to improve the service, some areas where good practice has been inconsistent and some areas where improvement has been too slow.</p> <p>Whilst recognising the progress you have made in response to the Ofsted report, your work in these areas is on-going and, accordingly, we propose to qualify our value for money conclusion in this respect.</p>

Significant difficulties in undertaking our work

We did not identify any significant difficulties in undertaking our work on your arrangements which we wish to draw to your attention.

Significant matters discussed with management

There were no matters where no other evidence was available or matters of such significance to our conclusion or that we required written representation from management or those charged with governance.

Any other matters

There were no other matters from our work which were significant to our consideration of your arrangements to secure value for money in your use of resources.

Section 4 : Fees, non-audit services and independence

01. Executive summary

02. Audit findings

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04. Fees, non audit services and independence

05. Communication of audit matters

We confirm below our final fees charged for the audit and provision of non-audit services.

Fees

	Proposed fee £	Final fee £
Council audit	142,098	142,098
South East Business Services Ltd	12,000	TBC
Surrey Choices Ltd	17,000	TBC
Halsey Garton Property Ltd	12,500	TBC
Total audit fees (excluding VAT)	183,598	TBC

The proposed fees for the Council for the year were in line with the scale fee set by Public Sector Audit Appointments Ltd (PSAA).

Independence and ethics

- We confirm that there are no significant facts or matters that impact on our independence as auditors that we are required or wish to draw to your attention. We have complied with the Auditing Practices Board's Ethical Standards and confirm that we are independent and are able to express an objective opinion on the financial statements.
- We confirm that we have implemented policies and procedures to meet the requirements of the Auditing Practices Board's Ethical Standards.
- For the purposes of our audit we have made enquiries of all Grant Thornton UK LLP teams providing services to the group and Council. The adjacent table summarises all other services which were identified.

Fees for other services

Service	Fees £
Audit related services:	
• Certification of Teachers' Pension return for Surrey County Council (2016-17)	4,000
• Certification of Teachers' Pension return for Surrey Choices Ltd (2016-17)	3,500
Non-audit services	Nil
None	

Independence and other services

We have considered whether other services might be perceived as a threat to our independence as the group and Council's auditor and have ensured that appropriate safeguards are put in place

	Service provided to	Fees (£)	Threat?	Safeguard	
Page 316	Audit related services	Certification of Teachers' Pension return for Surrey County Council (2016-17)	4,000	<ul style="list-style-type: none"> Self- Interest 	<p>This is a recurring fee and therefore a self-interest threat exists. However, the level of this recurring fee taken on its own is not considered to be a significant threat to independence as the fee for this work in comparison to the total fee for the audit (£142,098k) for the Council and in particular to Grant Thornton UK LLP overall turnover. Furthermore, the work relates to audit related services for which there is a fixed fee and no contingent element to the fee. These factors are deemed to adequately mitigate the perceived self-interest threat to an acceptable level.</p> <p>As Marcus Ward's wife works as a teacher in Surrey he will not be part of the team who carries out the audit work or quality review.</p>
		Certification of Teachers' Pension return for Surrey Choices Ltd (2016-17)	3,500	<ul style="list-style-type: none"> Self-Interest 	<p>This is a recurring fee and therefore a self-interest threat exists. However, the level of this recurring fee taken on its own is not considered to be a significant threat to independence as the fee for this work in comparison to the total fee for the audit for the parent authority and in particular to Grant Thornton UK LLP overall turnover. Furthermore, the work relates to audit related services for which there is a fixed fee and no contingent element to the fee. These factors are deemed to adequately mitigate the perceived self-interest threat to an acceptable level.</p>
	TOTAL	£7,500			

Note: In addition to the amounts set out above, a team from our Government & Infrastructure Advisory team were engaged by Morgan Sindall Investments Limited to build a financial model for use in their bid to work with the Council in developing a joint venture. We are satisfied that the scope and nature of the work did not constitute a conflict of interests for the firm but are disclosing it here in the interests of openness and transparency.

Section 5: Communication of audit matters

01. Executive summary

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04. Fees, non audit services and independence

05. Communication of audit matters

Communication to those charged with governance

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

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

Respective responsibilities

The Audit Findings Report has been prepared in the context of the Statement of Responsibilities of Auditors and Audited Bodies issued by Public Sector Audit Appointments Limited (<http://www.psa.co.uk/appointing-auditors/terms-of-appointment/>)

We have been appointed as the Council's independent external auditors by the Audit Commission, the body responsible for appointing external auditors to local public bodies in England at the time of our appointment. As external auditors, we have a broad remit covering finance and governance matters.

Our annual work programme is set in accordance with the Code of Audit Practice ('the Code') issued by the NAO (<https://www.nao.org.uk/code-audit-practice/about-code/>). Our work considers the Council's key risks when reaching our conclusions under the Code.

It is the responsibility of the Council to ensure that proper arrangements are in place for the conduct of its business, and that public money is safeguarded and properly accounted for. We have considered how the Council is fulfilling these responsibilities.

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Our communication plan	Audit Plan	Audit Findings
Respective responsibilities of auditor and management/those charged with governance	✓	
Overview of the planned scope and timing of the audit. Form, timing and expected general content of communications	✓	
Views about the qualitative aspects of the entity's accounting and financial reporting practices, significant matters and issues arising during the audit and written representations that have been sought		✓
Confirmation of independence and objectivity	✓	✓
A statement that we have complied with relevant ethical requirements regarding independence, relationships and other matters which might be thought to bear on independence. Details of non-audit work performed by Grant Thornton UK LLP and network firms, together with fees charged Details of safeguards applied to threats to independence	✓	✓
Material weaknesses in internal control identified during the audit		✓
Identification or suspicion of fraud involving management and/or others which results in material misstatement of the financial statements		✓
Non compliance with laws and regulations		✓
Expected modifications to auditor's report, or emphasis of matter		✓
Unadjusted misstatements and material disclosure omissions		✓
Significant matters arising in connection with related parties		✓
Significant matters in relation to going concern	✓	✓
Matters in relation to the group audit including: Scope of work on components, involvement of group auditors in component audits, concerns over quality of component auditors' work, limitations of scope on the group audit, fraud or suspected fraud.	✓	✓

Appendices

A. Action Plans

B. Audit Opinion

A. Action Plan

Priority

Rec no.	Recommendation	Priority	Management response	Implementation date and responsibility
1	Ensure processes are in place to capture all schools which have converted to academies during the year and moved off-balance sheet onto the Fixed Asset Register.	Medium	The process to capture all conversions in year is already fairly robust. An enhanced reconciliation process that ensures all conversions have been moved off the balance sheet is to be implemented.	March 2018 – Principal Accountant
2	Ensure processes and the communication channels between different Council departments are aligned such that any contractual information that may affect revenue recognition are known to all relevant parties.	Medium	The Financial Accounting team are to obtain completion statements for all sales of material assets. These requirements will be communicated to colleagues in Finance, Property and Legal Services. Enhanced monitoring of the capital receipts reserve is to be implemented to ensure that information on payment profiles is captured by accounting staff.	July 2017 – Principal Accountant

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Controls

- High – Significant effect on control system
- Medium – Effect on control system
- Low – Best practice

B: Audit opinion

We anticipate we will provide the Group with an unmodified audit report

INDEPENDENT AUDITOR’S REPORT TO THE MEMBERS OF [NAME OF CLIENT]

We have audited the financial statements of [name of client] (the "Authority") for the year ended 31 March 2017 under the Local Audit and Accountability Act 2014 (the "Act"). The financial statements comprise [the Movement in Reserves Statement, the Group Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, the Group Comprehensive Income and Expenditure Statement, the Balance Sheet, the Group Balance Sheet, the Cash Flow Statement, the Group Cash Flow Statement , the Housing Revenue Account Income and Expenditure Statement, the Movement on the Housing Revenue Account Statement , the Collection Fund Statement] and the related notes .. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.

This report is made solely to the members of the Authority, as a body, in accordance with Part 5 of the Act and as set out in paragraph 43 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. Our audit work has been undertaken so that we might state to the Authority’s members those matters we are required to state to them in an auditor’s report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and the Authority’s members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the [Chief Financial Officer] and auditor

As explained more fully in the Statement of Responsibilities , the [Chief Financial Officer] is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17, which give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law, the Code of Audit Practice published by the National Audit Office on behalf of the Comptroller and Auditor General (the “Code of Audit Practice”) 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 Authority and Group's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the [Chief Financial Officer]; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Narrative Report, the Group Narrative Report, [and] the Annual Governance Statement [and the 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 present a true and fair view of the financial position of the Authority and Group as at 31 March 2017 and of the Authority's and Group's expenditure and income for the year then ended; and the financial statements have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 and applicable law.

Opinion on other matters

In our opinion, the other information published together with the audited financial statements in the Narrative Report, the Group Narrative Report, [and] the Annual Governance Statement [and the Annual Report] for the financial year for which the financial statements are prepared is consistent with the audited financial statements.

Matters on which we are required to report by exception

We are required to report to you if: in our opinion the Annual Governance Statement does not comply with the guidance included in 'Delivering Good Governance in Local Government: Framework (2016)' published by CIPFA and SOLACE; or we have reported a matter in the public interest under section 24 of the Act in the course of, or at the conclusion of the audit; or we have made a written recommendation to the Authority under section 24 of the Act in the course of, or at the conclusion of the audit; or we have exercised any other special powers of the auditor under the Act.

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

Ensure the titles used are consistent with the actual titles of the documents being referred to. Where the financial statements are published with an annual report, make reference to the actual title of that document. If the Authority does not produce an annual report or an annual report is published which does not contain the financial statements, this reference should be deleted. Where the auditor has issues to report under any of the issues listed, they should be deleted from this section and a suitable exception report, briefly explaining the action taken, inserted in the following section.

Conclusion on the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

Respective responsibilities of the Authority and auditor

The Authority is responsible for putting in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

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

Scope of the review of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

We have undertaken our review in accordance with the Code of Audit Practice, having regard to the guidance on the specified criteria issued by the Comptroller and Auditor General in November 2016, as to whether the Authority had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people. The Comptroller and Auditor General determined this criteria as that necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2017.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to form a view on whether in all significant respects the Authority has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

Basis for qualified conclusion

In considering the Authority's arrangements for securing efficiency, economy and effectiveness we identified the following matter:

In June 2015, Ofsted issued its report on the inspection of the Authority's services for children in need of help and protection, children looked after and care leavers. The overall judgement was that children's services were rated as inadequate.

Reviews of children's services undertaken by the Ofsted in the form of monitoring visits in 2017 found that progress had been made in response to the Ofsted findings, but that further improvements were required in a number of areas.

This matter is evidence of weaknesses in proper arrangements for understanding and using appropriate and reliable financial and performance information to support informed decision making and performance management, and for planning, organising and developing the workforce effectively to deliver strategic priorities.

Qualified conclusion

On the basis of our work, having regard to the guidance on the specified criteria issued by the Comptroller and Auditor General in November 2016, except for the effects of the matter described in the Basis for qualified conclusion paragraph, we are satisfied that, in all significant respects, the Authority put in place proper arrangements to secure value for money through economic, efficient and effective use of its resources for the year ended 31 March 2017.

Delay in certification of completion of the audit

We are required to give an opinion on the consistency of the pension fund financial statements of the Authority included in the Pension Fund Annual Report with the pension fund financial statements included in the Statement of Accounts. The Local Government Pension Scheme Regulations 2013 require authorities to publish the Pension Fund Annual Report by 1 December 2017. As the Authority has not prepared the Pension Fund Annual Report at the time of this report we have yet to issue our report on the consistency of the pension fund financial statements. Until we have done so, we are unable to certify that we have completed the audit of the financial statements in accordance with the requirements of the Act and the Code of Audit Practice.

Opinion on other matters

In our opinion, the other information published together with the audited financial statements in the Narrative Report, the Group Narrative Report, [and] the Annual Governance Statement [and the Annual Report] for the financial year for which the financial statements are prepared is consistent with the audited financial statements.

Matters on which we are required to report by exception

We are required to report to you if:
 in our opinion the Annual Governance Statement does not comply with the guidance included in ‘Delivering Good Governance in Local Government: Framework (2016)’ published by CIPFA and SOLACE; or we have reported a matter in the public interest under section 24 of the Act in the course of, or at the conclusion of the audit; or we have made a written recommendation to the Authority under section 24 of the Act in the course of, or at the conclusion of the audit; or we have exercised any other special powers of the auditor under the Act.

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



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Grant Thornton UK LLP
30 Finsbury Square
London
EC2A 1AG

27 July 2017

Dear Sirs

**Surrey County Council
Group Financial Statements for the year ended 31 March 2017**

This representation letter is provided in connection with the audit of the group financial statements of Surrey County Council and its subsidiary undertakings shown in Appendix 1 of this letter, for the year ended 31 March 2017 for the purpose of expressing an opinion as to whether the group and parent authority financial statements give a true and fair view in accordance with International Financial Reporting Standards and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 and applicable law.

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

Financial Statements

- i We have fulfilled our responsibilities for the preparation of the group and parent Council financial statements in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 ("the Code") which give a true and fair view in accordance therewith.
- ii We have complied with the requirements of all statutory directions affecting the group and parent authority and these matters have been appropriately reflected and disclosed in the group and parent Council financial statements.
- iii The Council has complied with all aspects of contractual agreements that could have a material effect on the group and parent Council financial statements in the event of non-compliance. There has been no non-compliance with requirements of regulatory authorities that could have a material effect on the group and parent Council financial statements in the event of non-compliance.
- iv We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.
- v Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

- vi We are satisfied that the material judgements used in the preparation of the group and parent Council financial statements are soundly based, in accordance with the Code and adequately disclosed in the financial statements. There are no other material judgements that need to be disclosed.
- vii Except as disclosed in the financial statements:
 - a there are no unrecorded liabilities, actual or contingent
 - b none of the assets of the group or parent Council has been assigned, pledged or mortgaged
 - c there are no material prior year charges or credits, nor exceptional or non-recurring items requiring separate disclosure.
- viii We confirm that we are satisfied that the actuarial assumptions underlying the valuation of pension scheme assets and liabilities for IAS19 Employee Benefits disclosures are consistent with our knowledge. We confirm that all settlements and curtailments have been identified and properly accounted for. We also confirm that all significant post-employment benefits have been identified and properly accounted for.
- ix Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of the Code.
- x All events subsequent to the date of the group and parent Council financial statements and for which the Code requires adjustment or disclosure have been adjusted or disclosed.
- xi Actual or possible litigation and claims have been accounted for and disclosed in accordance with the requirements of the Code.
- xii We have considered the adjusted misstatements, and misclassification and disclosures changes schedules included in your Audit Findings Report. The group and parent Council financial statements have been amended for these misstatements, misclassifications and disclosure changes and are free of material misstatements, including omissions.
- xiii The group and parent Council financial statements are free of material misstatements, including omissions.
- xiv We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the group and parent Council financial statements.
- xv We believe that the group and parent Council's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the group and parent Council's needs. We believe that no further disclosures relating to the group and parent Council's ability to continue as a going concern need to be made in the financial statements.
- xvi We are satisfied that the significant assumptions used when measuring the Council's investment in share capital of Halsey Garton Property Ltd are reasonable.
- xvii We are satisfied that the key judgements made in ensuring the carrying value of non-current assets, not revalued in the current year are not materially different to their current value, had a full revaluation taken place at the reporting date are soundly based, in accordance with the Code and adequately disclosed in the financial statements.

Information Provided

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

Annual Governance Statement

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

Narrative Report

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

Approval

The approval of this letter of representation was minuted by the Audit and Governance Committee at its meeting on 27 July 2017.

Yours faithfully

Sheila Little
Director of Finance

27 July 2017

Signed on behalf of Surrey County Council

AUDIT & GOVERNANCE COMMITTEE**27 July 2017****SURREY PENSION FUND
LOCAL GOVERNMENT PENSION SCHEME ACCOUNTS 2016/17
AND
GRANT THORNTON EXTERNAL AUDIT FINDINGS REPORT****SUMMARY AND PURPOSE:**

This report presents the audited financial statements of the Pension Fund for the year ended 31 March 2017, in light of the County Council's obligations as the administering authority under the Local Government Pension Scheme (LGPS) Regulations.

The external auditor (Grant Thornton) expects to issue an unqualified opinion on the accounts.

Grant Thornton, as the Council's external auditor, has completed its audit and the Pension Fund financial statements are presented to this Committee to be approved prior to publication.

Annex A represents the primary statements and accompanying notes to the accounts.

The result of the external audit is reported in the Audit Findings for Surrey Pension Fund Report, which is presented at Annex B.

RECOMMENDATIONS:

The Committee is asked to:

- (i) Approve the 2016/17 Pension Fund financial statements in Annex A.
- (ii) Consider the content of the Audit Findings for Surrey Pension Fund Report in Annex B.
- (iii) Determine any issues that need to be referred to Cabinet in relation to the external auditor's conclusions and recommendations.
- (iv) Consider the content of the draft representation letter as set out in Annex C and authorise the Director of Finance to sign it on the Council's behalf.

2016/17 PENSION FUND ACCOUNTS

1. Grant Thornton audits both the County Council and Pension Fund accounts and is required to present separate audit opinions on each.

2. During the audit, Grant Thornton identified a few minor issues, which have led to a number of minor amendments being made to the 2016/17 draft financial statements and related notes to the accounts.
3. Annex A represents the Pension Fund primary statements.

2016/17 AUDIT FINDINGS REPORT

4. The external auditor is required to report on the Pension Fund financial statements. The Audit Findings for Surrey Pension Fund Report is presented at Annex B and sets out a summary of the work carried out, the conclusions reached and recommendations made.
5. The Committee will note that the auditor is anticipating issuing an unqualified opinion on the financial statements

MANAGEMENT REPRESENTATION LETTER

6. It is considered good practice for those charged with governance to provide the external auditor with a letter of representation in respect of matters that are material to the financial statements, but appropriate audit evidence cannot reasonably be expected to exist.

IMPLICATIONS:

- A) Financial
There are no direct financial implications.
- B) Equalities
There are no direct equality implications.
- C) Risk management and value for money
Pension Fund risks are proactively monitored by officers and the Surrey Pension Fund Committee.

REPORT AUTHOR:

Phil Triggs, Head of Pensions

CONTACT DETAILS:

Phil Triggs 020 8541 9894 phil.triggs@surreycc.gov.uk

Sources/Background papers:

Closure of Accounts Working Papers 2016/17

Statement of Accounts of the Surrey Pension Fund 2016/17

SURREY PENSION FUND ACCOUNTS 2016/2017

The accounts on the following pages give a stewardship report on the financial transactions of the Surrey Pension Fund during 2016/2017 and of the disposition of its assets at 31 March 2017.

Surrey County Council is responsible for administering a pension fund for staff employed by the county council, the 11 borough and district councils in Surrey and over a hundred other local bodies. The fund includes local authority employees within Surrey, except teachers, police and firefighters for whom separate pension arrangements apply.

The fund exists to provide pensions and other benefits for employees, their widows, widowers or dependants in accordance with Local Government Pension Scheme Regulations.

The number of employees in the fund and the number of pensioners as at 31 March 2016 and 31 March 2017 are:

31 Mar 2016		31 Mar 2017
34,072	Employees in the fund	34,298
23,197	Pensioners	24,025
34,158	Deferred pensioners	41,573
<hr/> 91,427	Total	<hr/> 99,896 <hr/>

Surrey pension fund account

2015/2016 £000		Note	2016/2017 £000
Contributions and benefits			
186,901	Contributions receivable	7	192,802
5,518	Transfers in	8	6,848
<u>192,419</u>			<u>199,650</u>
-131,330	Benefits payable	9	-136,484
-6,762	Payments to and on account of leavers	10	-6,694
-14,830	Investment and governance expenses	14	-13,217
-1,121	Administration expenses		-1,250
<u>-154,043</u>			<u>157,645</u>
Net additions from dealings			
<u>38,376</u>	with members		<u>42,005</u>
Return on investments			
61,346	Investment income	16	62,306
-924	Taxes on income	15	-1,068
-68,655	Change in market value of investments	17	541,953
<u>-8,233</u>	Net return on investments		<u>603,191</u>
Net increase in the fund			
<u>30,143</u>	during the year		<u>634,071</u>
Net assets of the fund			
3,193,520	At 1 April		3,223,663
<u>3,223,663</u>	At 31 March		<u>3,868,859</u>

pooled fund, which can invest in a variety of traditional and alternative asset classes to target a return comparable with other growth assets but with reduced volatility.

Note 1: Description of the fund

The Surrey Pension Fund ('the fund') is part of the Local Government Pension Scheme (LGPS) and is administered by Surrey County Council. The Surrey Pension Fund is the reporting entity.

The following description of the fund is a summary only. For more detail, reference should be made to the Surrey Pension Fund Annual Report 2016/17 and the underlying statutory powers underpinning the scheme, namely the Superannuation Act 1972 and the Local Government Pension Scheme (LGPS) Regulations.

a) General

The fund is governed by the Public Services Pensions Act 2013. The fund is administered in accordance with the following secondary legislation:

- The LGPS Regulations 2013 (as amended)
- The LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014 (as amended)

It is a contributory defined benefit pension scheme administered by Surrey County Council to provide pensions and other benefits for pensionable employees of Surrey County Council, the borough and district councils in Surrey and a range of other scheduled and admitted bodies within the county area. Teachers, police officers and firefighters are not included as they come within other national pension schemes.

During 2016/17 the investment decision making and governance of the fund was undertaken by the Pension Fund Board, a committee of the Administering Authority, with representation on behalf of employers and members.

b) Membership

Membership of the LGPS is voluntary and employees are free to choose whether to join the scheme, remain in the scheme or make their own personal arrangements outside the scheme.

Organisations participating in the Surrey Pension Fund include:

- Scheduled bodies, which are local authorities and similar bodies whose staff are automatically entitled to be members of the fund.
- Admitted bodies, which are other organisations that participate in the fund under an admissions agreement between the fund and the relevant organisation. Admitted bodies include voluntary, charitable and similar bodies or private contractors undertaking a local authority function following outsourcing of services to the private sector.

c) Funding

Benefits are funded by contributions and investment earnings. Contributions are made by active members of the fund in accordance with the LGPS (Benefits, Membership and Contributions) Regulations 2007 and ranged from 5.5% to 12.5% of pensionable pay for the financial year ending 31 March 2017. Employee contributions are matched by employers' contributions which are set based on triennial actuarial funding valuations. The last such valuation was at 31 March 2016 and new rates

applied from April 2017. Currently employer contribution rates range from 12.0% to 33.0% of pensionable pay.

d) Benefits

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

	Service pre 1 April 2008	Service 1 April 2008 until 31 March 2014
Basis of pension	1/80 th of final salary	1/60 th of final salary
Lump sum	Automatic lump sum 3 x salary Trade £1 of annual pension for £12 lump sum	No automatic lump sum Trade £1 of annual pension for £12 lump sum

There are a range of other benefits provided under the scheme including early retirement disability pensions and death benefits. For more details please refer to the Surrey Pension Fund website (<http://www.surreypensionfund.org>).

	Service 1 April 2008 until 31 March 2014	LGPS 2014 scheme
Basis of pension	Final salary	Career average revalued earnings
Accrual rate	1/60 th of salary	1/49 th of salary
Revaluation rate	No revaluation: based on final salary	Inflation rate: consumer prices index (CPI)
Pensionable pay	Pay excluding non-contractual overtime and non-pensionable additional hours	Pay including non-contractual overtime and additional hours for part time staff
Employee contribution	See below table	See below table
Normal pension age	65	Equal to the individual member's State Pension Age
Lump sum trade off	Trade £1 of annual pension for £12 lump sum	Trade £1 of annual pension for £12 lump sum
Death in service lump sum	3x pensionable payroll	3x pensionable payroll
Death in service survivor benefits	1/160th accrual based on Tier 1 ill health pension enhancement	1/160th accrual based on Tier 1 ill health pension enhancement
Ill Health Provision	Tier 1 - Immediate payment with service enhanced to Normal Pension Age Tier 2 - Immediate payment with 25% service enhancement to Normal Pension Age Tier 3 - Temporary payment of pension for up to 3 years	Tier 1 - Immediate payment with service enhanced to Normal Pension Age Tier 2 - Immediate payment with 25% service enhancement to Normal Pension Age Tier 3 - Temporary payment of pension for up to 3 years
Indexation of pension in payment	Inflation rate: CPI (RPI for pre-2011 increases)	Inflation rate: CPI

Pre 2014 employee contribution rates	
Pensionable payroll banding	Contribution rate
Up to £13,700	5.5%
£13,701 to £16,100	5.8%
£16,101 to £20,800	5.9%
£20,801 to £34,700	6.5%
£34,701 to £46,500	6.8%
£46,501 to £87,100	7.2%
More than £87,100	7.5%
Estimated overall LGPS average	6.5%

LGPS 2014 employee contribution rates for 2016/17	
Pensionable payroll banding	Contribution rate
Up to £13,600	5.5%
£13,601 to £21,200	5.8%
£21,201 to £34,400	6.5%
£34,401 to £43,500	6.8%
£43,501 to £60,700	8.5%
£60,701 to £86,000	9.9%
£86,001 to £101,200	10.5%
£101,201 to £151,800	11.4%
More than £151,800	12.5%
Estimated overall LGPS average	6.5%

For additional information about the LGPS 2014 please refer to the Surrey Pension Fund website (<http://www.surreypensionfund.org>) or the LGPS 2014 scheme website (<http://www.lgps2014.org>).

Note 2: Basis of preparation

The Statement of Accounts summarises the fund's transactions for the 2016/17 financial year and its position at the year end at 31 March 2017. The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 which is based upon International Financial Reporting Standards (IFRS), as amended for the UK public sector.

The accounts summarise the transactions of the fund and report on the net assets available to pay pension benefits. The accounts do not take account of obligations to pay pensions and benefits which fall due after the end of the financial year. The actuarial present value of promised retirement benefits valued according to the International Accounting Standard (IAS) 19 is disclosed at note 25 of these accounts.

These accounts have been prepared on a going concern basis. The liabilities of the pension fund are ultimately backed by the employing organisations within the fund including government bodies with tax raising powers.

Note 3: Summary of significant accounting policies

Pension fund management expenses are accounted for in accordance with CIPFA guidance on accounting for Local Government Scheme Management Costs.

Fund account – revenue recognition

a) Contribution income

Normal contributions, both from the members and from the employer, are accounted for on an accruals basis in the payroll period to which they relate.

Employers' augmentation contributions and pension strain contributions are accounted for in the period in which the liability arises. Any amount due in year but unpaid will be classed as a current financial asset. Contributions due for forthcoming periods are not represented within the financial statements.

b) Transfers to and from other schemes

Transfer values represent the amounts received and paid during the year for members who have either joined or left the fund during the financial year and are calculated in accordance with the Local Government Pension Scheme Regulations.

Transfers in/leavers are accounted for when received or paid, which is normally when the member liability is accepted or discharged. Transfers in from members wishing to use the proceeds of their additional voluntary contributions to purchase scheme benefits are accounted for on a receipts basis and are included within transfers in.

c) Investment income

i) Interest income

Interest income is recognised in the fund account as it accrues using the effective interest rate of the financial instrument as at the date of acquisition

or origination. Income includes the amortisation of any discount premium, transaction costs or other differences between the initial carrying amount of the instrument and its amount at maturity calculated on an effective interest rate basis.

- ii) Dividend income
Dividend income is recognised on the date the shares are quoted as ex-dividend. Any amount not received by the end of the reporting period is disclosed in the net asset statement as a current financial asset.
- iii) Distributions from pooled funds
Distributions from pooled funds are recognised at the date of issue. Any amount not received by the end of the reporting period is disclosed in the net asset statement as a current financial asset.
- iv) Movement in the net market value of investments
Changes in the net market value of investments (including investment properties) are recognised as income and comprise all realised and unrealised profits/losses during in the year.

- d) Private equity
Distributions and drawdowns from private equity partnerships are accounted for according to guidance from the private equity manager as to the nature of the distribution or drawdown. Income and purchases and sales are recognised at the date the capital call or distribution falls due.

Fund account – expense items

- e) Benefits payable
Pensions and lump-sum benefits payable include all amounts known to be due as at the end of the financial year. Any amounts due but unpaid are disclosed in the net asset statement as current liabilities.
- f) Taxation
The fund is a registered public service scheme under section 1 (1) of the Schedule 36 of the Finance Act 2004 and as such is exempt from UK income tax on interest received and from capital gains tax on the proceeds of investments sold. Income from overseas investments may be subject to withholding tax in the country of origin. Irrecoverable tax is accounted for as a fund expense as it arises. Tax on income due but unpaid at the 31 March 2017 is reported as a current liability.
- g) Administration expenses
Pension administrative expenses reflect the costs incurred in the payment of pensions and other benefits, the maintenance of member records and provision of scheme and entitlement information. Costs incurred in relation to specific employers are recharged to those individual organisations and therefore excluded from the accounts.

All administration expenses are accounted for on an accruals basis. The relevant staffing costs of the pension administration team are recharged to the fund. Management, accommodation and other overheads are apportioned to the fund in accordance with council policy.

h) Investment and governance expenses

All investment management expenses are accounted for on an accruals basis. Fees of the external investment managers and custodian are agreed in the respective mandates governing their appointments. Broadly, these are based on the market value of the investments under management and therefore increase or reduce as the value of these investments change.

Governance costs reflect those expenses which fall outside the parameters of administrative or investment expenses. All oversight and governance expenses are accounted for on an accruals basis with associated staffing and overhead costs apportioned in accordance with council policy.

Net assets statement

i) Financial assets

All financial assets are included in the net asset statement on a fair value basis as at the reporting date, with the exception of loans and receivables which are held at amortised cost. A financial asset is recognised in the net assets statement on the date the fund becomes party to the contractual acquisition of the asset. From this date any gains or losses arising from changes in the fair value of the assets are recognised by the fund.

The values of investments as shown in the net assets statement have been determined as follows:

i) Market quoted investments

The value of an investment for which there is a readily available market price is determined by the bid market price ruling on the final day of the accounting period.

ii) Fixed interest securities

Fixed interest securities are recorded at net market value based on their current yields.

iii) Unquoted investments

The fair value of investments for which market quotations are not readily available is as follows:

- Valuations of delisted securities are based on the last sale price prior to delisting, or where subject to liquidation, the amount the fund expects to receive on wind-up, less estimated realisation cost.
- Securities subject to takeover offer are valued at the consideration offered, less estimated realisation costs.

- Directly held investments by limited partnerships, shares in unlisted companies, trusts and bonds. Other unquoted securities typically include pooled investments in property, infrastructure, debt securities and private equity. The valuation of these pools or directly held securities is undertaken by the investment manager or responsible entity and advised as a unit or security price. The valuation standards followed in these valuations adhere to industry guidelines or to standards set by the constituent documents of the pool or management agreement.
- iv) Investments in private equity funds and unquoted listed partnerships are valued based on the fund's share of the net assets in the private equity fund or limited partnership using the latest financial statements published by the respective fund managers in accordance with the guidelines set out by the International Private Equity and Venture Capital Guidelines, which follow the valuation principles of IFRS.
- v) Limited partnerships
Fair value is based on the net asset value ascertained from periodic valuations provided by those controlling the partnership.
- vi) Pooled investment vehicles
Pooled investment vehicles are valued at closing bid price if both bid and offer prices are published; or if singularly priced, at the closing single price.
- j) Foreign currency transactions
Dividends, interest and purchases and sales of investments in foreign currencies have been accounted for at the spot rate on the date of transaction. End-of-year spot market exchange rates are used to value cash balances held in foreign currency bank accounts, market values of overseas investments and purchases and sales outstanding at the end of the reporting period.
- k) Derivatives
The fund uses derivative financial instruments to manage its exposure to specific risks arising from its investment activities. The fund does not hold derivatives for speculation purposes.

Derivative contract assets are fair valued at bid prices and liabilities are fair valued at offer prices. Changes in fair value of derivative contracts are included in the change in market value.

The value of futures contracts is determined using exchange prices at the reporting date. Amounts due from or owed to the broker are the amounts outstanding in respect of the initial margin and variation margin.

The future value of forward currency contracts is based on the market forward exchange rates at the year-end date and determined as the gain or loss that would arise if the outstanding contract were matched at the year end with an equal and opposite contract.

- l) Cash and cash equivalents
Cash comprises cash in hand and demand deposits. Cash equivalents are short-term highly liquid investments that are readily convertible to known amounts of cash and that are subject to minimal changes in value.
- m) Financial liabilities
The fund recognises financial liabilities at fair value as at the reporting date. A financial liability is recognised in the net asset statement on the date the fund becomes party to the liability. From this date any gains or losses arising from changes in the fair value of the liability are recognised by the fund.
- n) Actuarial present value of promised retirement benefits
The actuarial present value of promised retirement benefits is assessed on a triennial basis by the scheme actuary in accordance with the requirement of IAS 19 and relevant actuarial standards.
As permitted under IAS 26, the fund has opted to disclose the actuarial present value of promised retirement benefits by way of a note to the net asset statement.
- o) Additional voluntary contributions
Surrey Pension Fund provides an additional voluntary contributions (AVC) scheme for its members, the assets of which are invested separately from those in the pension fund. The fund has appointed Prudential as the AVC provider. A small number of members remain with the previous provider Equitable Life. AVCs are paid to the AVC provider by employers and are specifically for providing additional benefits for individual contributors. Each AVC contributor receives an annual statement showing the amounts held in their account and the movements in the year.

AVCs are not included in the accounts in accordance with section 4(2)(b) of the Local Government Pension Scheme (Management & Investment of Funds) Regulations 2009 (SI 2009/3093).

Note 4: Critical judgements in applying accounting policies

Unquoted private equity investments

It is important to recognise the highly subjective nature of determining the fair value of private equity investments. They are inherently based on forward looking estimates and judgements involving many factors. Unquoted private equities are valued by the investment managers using the International Private Equity and Venture Capital Guidelines, which follow the valuation principles of IFRS. The value of unquoted private equities at 31 March 2017 was £145 million (£129 million at 31 March 2016).

Pension Fund Liability

The pension fund liability is calculated every three years by the appointed actuary, with annual updates in the intervening years. The methodology used is in line with accepted guidelines and in accordance with IAS 19. Assumptions underpinning the valuations are agreed with the actuary and are summarised in note 25. This estimate is subject to significant variances based on changes to the underlying assumptions.

Note 5: Assumptions made about the future and other major sources of estimation uncertainty

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

The items in the net assets statement or subsequent notes as at 31 March 2017 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if actual results differ from assumptions
Actuarial present value of promised retirement benefits	Estimation of the net liability to pay pension depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the fund with expert advice about the assumptions to be applied.	The net pension liability of the fund would change. An increase in the discount rate would result in a corresponding decrease in the pension liability. An increase in earnings would increase the value of liabilities, as would an increase in life expectancy.
Private equity	Private equity investments, both limited partnership and fund of funds, are disclosed at fair value, provided by the administrators of the funds. These investments are not publicly listed and as such there is a degree of estimation involved in the valuation.	The total private equity investments in the financial statement are £145 million. There is a risk that this investment may be over or under stated in the accounts.
Fund of fund investments	Where investments are made into a fund of fund structure there is an	The total private equity fund of fund investments are £95 million. There is a risk that

	additional level of separation from the fund. There may be a lack of clarity over the classification of the sub funds and investment transactions	asset or investment transaction misclassification may occur.
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Note 6: Events after the balance sheet date

The Statement of Accounts will be authorised for issue by the Chief Financial Officer in July 2017. The Statement of Accounts is adjusted to reflect events after the balance sheet date, both favourable and unfavourable, that occur between the end of the reporting date and the date when the Statement of Accounts is authorised for issue that provide evidence of conditions that existed at the end of the reporting period unless deemed insignificant to the true and fair value of the Funds assets and liabilities. No such adjustments have been deemed necessary.

Note 7: Contributions receivable

By category

2015/2016		2016/2017
£000		£000
94,565	Employers	105,316
55,283	Employers deficit	49,390
37,053	Members	38,096
186,901		192,802

2015/2016		2016/2017
£000		£000
84,530	Administering authority	87,529
82,358	Scheduled bodies	85,967
20,013	Admitted bodies	19,306
186,901		192,802

The latest actuarial valuation carried out as at 31 March 2016, set contribution rates for fund employers with effect from April 2017. The financial year 2017/2018 will be the first year of the revised employer contribution rates.

Note 8: Transfers in from other pension funds

2015/2016		2016/2017
£000		£000
0	Group transfers from other schemes	0
5,518	Individual transfers in from other schemes	6,848
5,518		6,848

Note 9: Benefits payable

By category

2015/16		2016/17
£000		£000
110,904	Pensions	114,054
17,276	Commutation and lump sum retirement benefits	19,023
3,094	Lump sum death benefits	3,355
56	Interest on late payment of benefits	52
131,330		136,484

By employer*

2015/2016		2016/2017
£000		£000
61,079	Administering Authority	64,320
59,766	Scheduled Bodies	61,003
10,429	Admitted Bodies	11,109
131,274		136,432

Note 10: Payments to and on account of leavers

2015/2016		2016/2017
£000		£000
480	Group transfers to other schemes	6,409
5,907	Individual transfers to other schemes	0
298	Refunds of contributions	316
77	Payments for members joining state schemes	-31
6,762		6,694

Note 11: Current assets

2015/2016		2016/2017
£000		£000
3,262	Contributions - employees	2,619
12,025	Contributions - employer	9,337
7,803	Sundry debtors	10,415
<u>23,090</u>		<u>22,371</u>

Analysis of current assets

2015/2016		2016/2017
£000		£000
5,366	Central government bodies	3,730
15,478	Other local authorities	15,746
2,246	Other entities and individuals	2,895
<u>23,090</u>		<u>22,371</u>

Note 12: Long term debtors

2015/2016		2016/2017
£000		£000
10,890	Central government bodies	9,075
<u>10,890</u>		<u>9,075</u>

On 1 April 2005 the Magistrates Court Service (an employer in the Surrey Pension Fund) became part of the Civil Service. Terms were agreed for the transfer of liabilities from the Local Government Pension Scheme (LGPS) to the Principal Civil Service Pension Scheme (PCSPS). The fund's actuary determined the value of the pensioner and deferred liabilities remaining with the fund and calculated the retained assets to match these liabilities. The actuary determined that the assets were insufficient to match the liabilities and that a balancing payment would be required.

On 11 March 2013 the total value of the shortfall was agreed as £18.150m, to be made in ten equal, annual instalments commencing on 15 April 2013. The full amount was recognised as contributions during 2012/13. A corresponding debtor was created. The first instalment of £1.815m was received on 26 March 2013 meaning that the remaining nine instalments were due in excess of one year from the 31 March 2013, the whole of the remaining balance was therefore included as a long term debtor in the accounts. The outstanding balance as at 31 March 2017 is £10.890m but £1.815m was due in 2016/17, leaving a long term debtor of £9.075m.

Note 13: Current liabilities

2015/2016		2016/2017
£000		£000
6,595	Sundry creditors	7,436
60	Benefits payable	123
<u>6,655</u>		<u>7,559</u>

Analysis of current liabilities

2015/2016		2016/2017
£000		£000
1,483	Central government bodies	1,574
3,053	Other local authorities	1,848
2,119	Other entities and individuals	4,137
<u>6,655</u>		<u>7,559</u>

Note 14: Investment and governance expenses

2015/2016		2016/2017
£000		£000
13,945	Investment management fees	12,105
206	Investment custody fees	103
672	Oversight and governance costs	1,009
<u>14,823</u>		<u>13,217</u>

The investment management fees above includes £1.0million (2015/16:£ 1.9million) in respect of performance-related fees paid/payable to the fund's investment managers. It also includes £1.5million in respect of transaction costs (2015/16: £1.1million).

Note 15a: Taxes on Income

2015/2016		2016/2017
£000		£000
821	Withholding tax – equities	988
103	Withholding tax – property	80
<u>924</u>		<u>1,068</u>

Note 15b: External Audit Costs

2015/2016		2016/2017
£000		£000
27	Payable in respect of external audit	27
<u>27</u>		<u>27</u>

Note 16: Investment income

2015/2016		2016/2017
£000		£000
	Bonds	
5,394	UK	4,079
6,956	Overseas	8,060
	Equities	
21,266	UK	22,358
12,322	Overseas	14,274
7,943	Property unit trusts	7,808
3,245	Diversified growth	1,226
3,406	Private equity	3,249
180	Interest on cash deposits	745
534	Other	507
<u>61,337</u>		<u>62,306</u>

Note 17a: Reconciliation of movements in investments and derivatives

	Market value at 31 Mar 2016 £000	Purchases during the year and derivative payments £000	Sales during the year and derivative receipts £000	Market movements £000	Market value at 31 Mar 2017 £000
Bonds	511,051	41,289	-33,783	64,745	583,302
Equities	1,851,024	368,898	-429,215	497,429	2,288,136
Property unit trusts	225,690	75,125	-25,937	489	275,367
Diversified growth	376,686	243,208	-242,797	13,160	390,257
Private equity	129,353	19,465	-29,763	26,058	145,113
Derivatives					
- Futures	26	-307	38	243	0
- Forex contracts	-6,287	72,443	-5,711	-60,490	-45
	3,087,543	820,121	-767,168	541,634	3,682,130
Cash	64,294			319	117,498
Other short term investments	47,000			0	42,000
Other investment balances	7,501			0	3,344
Borrowing	0			0	0
	3,196,346			541,953	3,844,972

	Market value at 31 Mar 2015	Purchases during the year and derivative payments	Sales during the year and derivative receipts	Market movements	Market value at 31 Mar 2016
	£000	£000	£000	£000	£000
Bonds	512,119	157,937	-145,238	-13,767	511,051
Equities	1,908,092	257,490	-262,124	-52,434	1,851,024
Property unit trusts	199,410	35,963	-26,003	16,320	225,690
Diversified growth	360,061	30,344	0	-13,719	376,686
Private equity	112,642	24,797	-26,434	18,348	129,353
Derivatives					
- Futures	-288	470	-2	-154	26
- Forex contracts	-8,419	39,557	-12,829	-24,596	-6,287
	3,083,617	546,558	-472,630	-70,002	3,087,543
Cash	77,218			1,357	64,302
Other Short Term Investments	0				37,000
Other investment balances	6,592				7,501
Borrowing	0				0
	3,167,427			-68,645	3,196,346

Note 17b: Analysis of investments

	31 Mar 2016	31 Mar 2017
	£000s	£000s
Fixed interest securities		
UK public sector & quoted	251,315	298,283
Overseas public sector & quoted	66,961	66,803
Overseas pooled fund	192,775	218,216
	511,051	583,302
Equities		
UK quoted	495,555	279,493
UK pooled funds	281,110	389,731
Overseas quoted	564,742	990,625
Overseas pooled funds	509,617	628,287
	1,851,024	2,288,136
Property unit trusts		
UK property funds	224,098	263,100
Overseas property funds	1,592	12,267
	225,690	275,367
Diversified growth		
UK diversified growth funds	0	0
Overseas diversified growth funds	376,686	390,257
	376,686	390,257
Private equity		
UK limited partnerships	27,970	25,859
Overseas limited partnerships	20,452	24,237
UK fund of funds	0	0
Overseas fund of funds	80,931	95,017
	129,353	145,113
Derivatives		
Futures	26	
FX forward contracts	-6,287	-45
	-6,235	-45
Cash deposits	64,294	117,498
Other short term investments	37,000	42,000
Other investment balances		
Outstanding sales	1,459	1,385
Outstanding purchases	-1,105	-4,876
Tax due on accrued income	-43	0
Accrued income - dividends and interest	7,190	6,835
	7,501	3,344
Total investments	3,196,338	3,844,972

Note 17c: Analysis of derivatives**Futures**

Futures contracts are exchange traded contracts to buy or sell a standard quantity of a specific asset at a pre-determined future date. At 31 March 2017 the fund had four futures contracts in place with an unrealised loss of £61k. As at 31 March 2016 the Fund had three contracts in place with a net unrealised gain of £26k.

**31 March
2017**

Contract	Expiration date	Expiration date within	Type of underlying investment	Economic exposure £'000	Asset £'000	Liability £'000
Futures	08/06/2017	3 Months	US Treasury Bonds	-966	0	-9
Futures	21/06/2017	3 Months	US Treasury Bonds	844	0	-44
Futures	21/06/2017	3 Months	US Treasury Bonds	-1,156	0	0
Futures	28/06/2017	3 Months	UK Government Bonds	-3,572	0	-8
				-4,850	0	-61

**31 March
2016**

Contract	Expiration date	Expiration date within	Type of underlying investment	Economic exposure £'000	Asset £'000	Liability £'000
Futures	21/06/2016	3 Months	US Treasury Bonds	801	11	0
Futures	21/06/2016	3 Months	US Treasury Bonds	-3,721	8	0
Futures	28/06/2016	3 Months	UK Government Bonds	-7,637	7	0
				-10,557	26	0

Forward currency contracts

Forward foreign exchange contracts are over the counter contracts whereby two parties agree to exchange two currencies on a specified future date at an agreed rate of exchange. At 31 March 2017 the Fund had forward currency contracts in place with a net unrealised loss of £45 (net unrealised loss of £6,287k at 31 March 2016).

2016/17

No of contracts	Contract settlement date within	Currency		Notional amount (local currency)		Asset £'000	Liability £'000
		Bought	Sold	Bought (000)	Sold (000)		
2	1 Month	CAD	GBP	381	-230	0	-1
2	1 Month	EUR	GBP	31	-26	0	0
1	2 Months	EUR	GBP	143	-123	0	-1
1	1 Month	GBP	AUD	8	-13	0	0
1	1 Month	GBP	BRL	13	-51	0	0
1	1 Month	GBP	EUR	3	-4	0	0
6	2 Months	GBP	EUR	7,635	-8,831	76	0
5	3 Months	GBP	EUR	109,884	-128,613	0	-268
1	1 Month	GBP	HKD	21	-207	0	0
1	2 Months	GBP	JPY	1,834	-254,405	7	0
4	3 Months	GBP	JPY	79,531	-11,190,096	0	-843
1	2 Months	GBP	SEK	3,205	-35,130	56	0
1	1 Month	GBP	USD	36	-45	0	0
4	2 Months	GBP	USD	12,531	-15,672	9	0
7	3 Months	GBP	USD	349,613	-436,628	902	0
1	1 Month	GBP	ZAR	49	-818	0	0
1	1 Month	IDR	GBP	1,011,204	-61	0	0
3	1 Month	JPY	GBP	222,490	-1,611	0	-14
3	1 Month	JPY	USD	46,526	-419	0	-1
1	2 Months	JPY	USD	254,440	-2,230	0	45
1	1 Month	USD	GBP	146	-117	0	-1
2	2 Months	USD	GBP	2,200	-1,769	0	-11
1	1 Month	USD	JPY	4	-450	0	0
1	1 Month	ZAR	GBP	11	-1	0	0
						1,050	-1,095

2015/16

No of contracts	Contract settlement date within	Currency		Notional amount (local currency)		Asset £'000	Liability £'000
		Bought	Sold	Bought (000)	Sold (000)		
1	One Month	BRL	USD	4,002	-1,122	17	-13
1	One Month	GBP	AUD	4	-8	0	0
1	One Month	GBP	EUR	20	-25	0	0
2	Two Months	GBP	EUR	6,118	-7,884	0	-140
4	Three Months	GBP	EUR	87,400	-112,765	0	-2,145
1	One Month	GBP	JPY	87	-14,147	0	0
3	Three Months	GBP	JPY	62,227	-10,246,348	0	-1,291
1	Two Months	GBP	SEK	2,482	-30,350	0	-126
4	Two Months	GBP	USD	16,283	-23,539	0	-93
6	Three Months	GBP	USD	278,256	-403,456	0	-2,403
1	One Month	GBP	ZAR	0	-9	0	0
1	One Month	USD	BRL	966	-4,002	7	-120
1	Four Months	USD	BRL	1,094	-4,002	4	-7
1	One Month	USD	GBP	457	-318	0	0
1	Two Months	USD	GBP	842	-580	6	0
1	Two Months	USD	JPY	2,290	-254,405	10	7
						44	-6,331

Stock Lending

Stock lending is the act of loaning a stock, derivative or other security to an investor or firm. During the financial year 2016/17 the fund operated a stock lending programme in partnership with the fund custodian. As at 31 March 17 the value of quoted securities on loan was £144.5million in exchange for collateral held by the fund custodian at fair value of £156.8million.

Note 17d: Investments analysed by fund manager

Market value 31 March 2016		Manager	Market value 31 March 2017	
£000	%		£000	%
831,747	26.0	Legal & General Investment Management	1,066,206	27.8
289,511	9.2	Majedie Asset Management	382,372	10.0
227,289	7.1	UBS Asset Management	300,771	7.8
440,714	13.8	Marathon Asset Management	486,154	12.7
249,031	7.8	Newton Investment Management	307,211	8.0
283,675	8.9	Western Asset Management	312,688	8.2
65,268	2.0	Franklin Templeton Investments	74,119	1.9
246,846	7.7	Standard Life Investments	0	0.0
129,839	4.1	Baillie Gifford Life Limited	143,695	3.7
205,181	6.4	CBRE Global Multi-Manager	232,323	6.1
25,687	0.8	Darwin Property Investment Management	68,875	1.8
0	0	Ruffer	123,768	3.2
0	0	Aviva	122,793	3.2
2,994,788			3,620,975	

The table above excludes the private equity portfolio, internal cash and residual cash held by the custodian.

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

Market value 31 March 2016 £000	% of total fund	Security	Market value 31 March 2017 £000	% of total fund
380,744	11.9	Legal & General World Developed Equity Index	464,390	14.5
255,392	8.0	Legal & General UK Equity Index	355,919	11.1

Note 18: Fair Value – Basis of Valuation

The basis of the valuation of each class of investment asset is set out below. There has been no change in the valuation techniques used during the year. All assets have been valued using fair value techniques which represent the highest and best price available at the reporting date.

Description of Asset	Valuation Hierachy	Basis of Valuation	Observable and unobservable inputs	Key sensitivities affecting the valuations provided
Market quoted investments	Level 1	Published bid market price ruling on the final day of the accounting period	Not required	Not required
Quoted bonds	Level 1	Fixed interest securities are valued at a market value based on current yields	Not required	Not required
Futures and Options in UK Bonds	Level 1	Published exchange prices at the year-end	Not required	Not required
Exchange Traded Pooled Investments	Level 1	Closing bid value on published exchanges	Not required	Not required
Unquoted Bonds	Level 2	Average of broker prices	Evaluated price feeds	Not required
Forward Foreign Exchange Derivatives	Level 2	Market forward exchange rates at the year-end	Exchange rate risk	Not required
Overseas bond options	Level 2	Option pricing model	Annualised volatility of counterparty credit risk	Not required
Pooled Investments - overseas unit trusts and property funds	Level 2	Closing bid price where bid and offer prices are published. Closing single price where single price published	NAV-based pricing set on a forward	Not required
Pooled Investments - Hedge funds	Level 3	Closing bid price where bid and offer prices are published. Closing single price where single price published	NAV-based pricing set on a forward	Valuations could be affected by material events occurring between the date of the financial statements provided and the pension fund's reporting date, by changes to expected cashflows, and by any differences between audited and unaudited accounts

Sensitivity of assets valued at level 3

Having analysed historical data and current market trends, and consulted with independent investment advisors, the fund has determined that the valuation methods described above are likely to be accurate to within the following ranges, and has set out below the consequent potential impact on the closing value of investments held at 31 March 2017.

	Assessed Valuation Range (+/-) £000	Value at 31 March 2017 £000	Value on Increase £000	Value on Decrease £000
Private Equity	15%	145,113	166,880	123,346
Pooled Investments - overseas unit trusts and property funds	10%	50,364	55,400	45,328
Total		195,477	222,280	168,674

Note 18a: Classification of financial instruments

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

As at 31 March 2016**As at 31 March 2017**

Designated as fair value through profit and loss £000	Loans and receivables £000	Financial liabilities at amortised costs £000		Designated as fair value through profit and loss £000	Loans and receivables £000	Financial liabilities at amortised costs £000
Financial assets						
511,051	0	0	Bonds	583,302	0	0
1,851,024	0	0	Equities	2,288,136	0	0
225,690	0	0	Property unit trusts	275,367	0	0
376,686	0	0	Diversified growth	390,257	0	0
129,353	0	0	Private equity	145,113	0	0
70	0	0	Derivatives	1,050	0	0
0	64,302	0	Cash	0	117,498	0
	37,000		Other short term investments		42,000	
8,649	0	0	Other investment balances	8,220	0	0
0	33,980	0	Debtors	0	31,446	0
3,102,523	135,282	0	Total financial assets	3,691,455	190,944	0
Financial liabilities						
-6,331	0	0	Derivatives	-1,095	0	0
-1,148	0	0	Other investment balances	-4,876	0	0
0	0	-6,655	Creditors	0	0	-7,559
0	0	0	Borrowings	0	0	0
-7,479	0	-6,655	Total financial liabilities	-5,971	0	-7,559
3,095,044	135,282	-6,655		3,685,474	190,944	-7,559

Note 18b: Valuation of financial instruments carried at fair value

The valuation of financial instruments has been classified into three levels, according to the quality and reliability of information used to determine fair values.

The valuation of financial instruments has been classified into three levels, according to the quality and reliability of information used to determine fair values.

Level 1

Financial instruments at level 1 are those where the fair values are derived from unadjusted quoted prices in active markets for identical assets or liabilities. Products classified as level 1 comprise quoted equities, quoted fixed securities, quoted index-linked securities and unit trusts.

Listed investments are shown at bid prices. The bid value of the investment is based on the bid market quotation of the relevant stock exchange.

Level 2

Financial instruments at level 2 are those where quoted market prices are not available, for example, where an instrument is traded in a market that is not considered to be active, or where valuation techniques are used to determine fair value and where these techniques use inputs that are based significantly on observable market data.

Level 3

Financial instruments at level 3 are those where at least one input that could have a significant effect on the instrument's valuation is not based on observable market data.

The fund's private equity investments are valued using techniques that require significant judgement in determining appropriate assumptions. The value of the investments in private equity are based on valuations provided by the managers of the private equity funds in which the Surrey Pension Fund is invested.

These valuations are prepared in accordance with the International Private Equity and Venture Capital Guidelines, which follow the valuation principles of IFRS.

31 March 2017	Quoted market price Level 1 £000	Using observable inputs Level 2 £000	With significant unobservable inputs Level 3 £000	Total £000
Financial assets				
Financial assets through profit & loss	3,345,877	172,746	195,477	3,714,100
Total financial assets	3,345,877	172,746	195,477	3,714,100
Financial liabilities				
Financial liabilities through profit & loss	-5,971	0	0	-5,971
Total financial liabilities	-5,971	0	0	-5,971
Net financial assets	3,339,906	172,746	195,477	3,708,129
31 March 2016	Quoted market price Level 1 £000	Using observable inputs Level 2 £000	With significant unobservable inputs Level 3 £000	Total £000
Financial assets				
Financial assets through profit & loss	2,848,936	93,353	160,234	3,102,523
Total financial assets	2,848,936	93,353	160,234	3,102,523
Financial liabilities				
Financial liabilities through profit & loss	-7,479	0	0	-7,479
Total financial liabilities	-7,479	0	0	-7,479
Net financial assets	2,841,457	93,353	160,234	3,095,044

Note 18c: Reconciliation of Fair Value Measurements within Level 3

	Market Value as at 1st April 2016	Transfers Into Level 3	Transfers Out of Level 3	Purchases during the year and Derivative Payments	Sales during the year and Derivative Receipts	Realised Gains/Losses	Market Value as at 31 March 2017
Private Equity	129,353	0	0	19,465	-29,763	26,058	145,113
Pooled	30,881			1,601	0	17,882	50,364
Investments - overseas unit trusts and property funds							
	160,234	0	0	21,066	-29,763	43,940	195,477

Note 19: Outstanding commitments

At 31 March 2017 the Fund held part paid investments on which the liability for future calls amounted to £89million (£91million as at 31 March 2016).

Note 20: Nature and extent of risks arising from financial instruments

Risk and risk management

The fund's primary long-term risk is that the fund's assets will fall short of its liabilities (ie promised benefits to members). Therefore the aim of investment risk management is to minimise the risk of an overall reduction in the value of the fund and to maximise the opportunity for gain across the whole portfolio. The fund achieves this through asset diversification to reduce exposure to market risk (price risk, currency risk and interest rate risk) and credit risk to an acceptable level. In addition, the fund manages its liquidity risk to ensure there is sufficient liquidity to meet the fund's forecast cash flows. The council manages these investment risks as part of its overall pension fund risk management programme.

Responsibility for the fund's risk management strategy rests with the Pension Fund. Risk management policies are established to identify and analyse the risks faced by the council's pensions operations. Policies are reviewed regularly to reflect changes in activity and in market conditions.

a) Market risk

Market risk is the risk of loss from fluctuations in equity prices, interest and foreign exchange rates and credit spreads. The fund is exposed to market risk from its investment activities, particularly through its equity holdings. The level of risk exposure depends on market conditions, expectations of future price, yield and the asset mix.

To mitigate market risk, the pension fund is invested in a diverse pool of assets to ensure a reasonable balance between different asset categories, having taken external professional advice as necessary. The management of the assets is split between a number of investment fund managers with different benchmark performance targets and investment strategies. Managers are expected to maintain a diverse portfolio and each manager has investment guidelines in place that specify the manager's investment powers and restrictions. Managers are required to report on any temporary breaches of their investment powers and are required to take corrective action as soon as is practicable.

Other price risk

Other price risk represents the risk that the value of a financial instrument will fluctuate as a result of changes in market prices (other than those arising from interest rate risk or foreign exchange risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all such instruments in the market.

The fund is exposed to share and derivative price risk. This arises from investments held by the fund for which the future price is uncertain. All securities investments present a risk of loss of capital. The maximum risk resulting from a financial instrument is determined by the fair value of the instrument.

By diversifying investments across asset classes and managers, the fund aims to reduce the exposure to price risk. Statutory limits prescribed by Regulations are also in place to avoid concentration of risk in specific areas.

Other price risk – Sensitivity Analysis

The WM Company has provided the fund with an analysis of historical asset class returns to determine potential movements in the market price risk of investments during 2016/17 reporting period. The potential volatilities are consistent with a one standard deviation movement in the change in value of the assets over the latest three years.

Asset type	Value at 31 March 2017 £000	Change	Value on increase £000	Value on decrease £000
UK Equity	669,224	8.9%	728,785	609,663
Global Equity	1,618,912	9.3%	1,769,471	1,468,699
Bonds	583,302	5.9%	617,717	548,601
Alternatives	145,113	7.0%	155,271	135,013
Prop	275,367	2.0%	280,874	269,860
DG	390,257	3.8%	405,087	375,285
Cash	159,498	0.0%	159,498	159,482
Other	3,299	0.0%	3,299	3,299
Total Investment Assets	3,844,972		4,120,002	3,569,984

Asset type	Value at 31 March 2016 £000	Change	Value on increase £000	Value on decrease £000
UK equities	776,665	10.01%	854,409	698,921
Overseas equities	1,074,359	9.32%	1,174,489	974,229
Fixed interest bonds	342,581	5.61%	361,800	323,362
Index linked	168,470	9.48%	184,441	152,499
Cash	64,302	0.01%	64,308	64,296
Other short term investments	37,000	0.01%	37,004	36,996
Property	225,690	1.74%	229,617	221,763
Alternatives	129,353	6.45%	137,696	121,010
Diversified growth fund	376,686	3.90%	391,377	361,995
Other assets	1,240	0.01%	1,241	1,239
Total Investment Assets	3,196,346		3,407,305	2,956,310

Interest rate risk

The fund invests in financial assets for the primary purpose of obtaining a return on investments. These investments are subject to interest rate risks, which represent the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The fund is predominantly exposed to interest rate risk through its holdings in bonds. Western Asset Management, the Fund's appointed active bond manager, manages this risk. The fund also invests in pooled bond funds managed by Legal & General and Franklin Templeton.

The fund's direct exposure to interest rate movements as at 31 March 2017 and 31 March 2016 is set out below. These disclosures present interest rate risk based on the underlying financial assets at fair value.

As at 31 March 2016 £000		As at 31 March 2017 £000
64,302	Cash & cash equivalents	49,844
37,000	Other short term investments	42,000
342,581	Fixed interest securities	383,930
443,883	Total	475,774

Interest rate risk sensitivity analysis

The council recognises that interest rates can vary and can affect both income to the fund and the value of the net assets available to pay benefits. Long term average interest rates are not particularly volatile from one year to the next so a potential move in interest rates of 100 basis points is deemed reasonable.

The analysis below assumes all other variables remain constant and shows the effect in the year on the net assets of a +/- 100 basis point change in interest rates.

Asset type	Carrying amount as at 31 March 2017 £000	Change in net assets	
		+100 bps £000	- 100 bps £000
Cash & cash equivalents	49,844	50	-50
Other short term investments	42,000	42	-42
Fixed interest securities	383,930	384	-384
Total	475,774	476	-476

Asset type	Carrying amount as at 31 March 2016 £000	Change in net assets	
		+100 bps £000	- 100 bps £000
Cash & cash equivalents	64,302	64	-64
Other short term investments	37,000	37	-37
Fixed interest securities	342,581	343	-343
Total	443,883	444	-444

Currency risk

Currency risk represents the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The fund is exposed to currency risk on financial instruments that are denominated in any currency other than sterling. The fund holds monetary and non-monetary assets denominated in currencies other than sterling.

The fund therefore has a policy to passively hedge up to 50% of the equity exposure to US Dollar, Yen and the Euro. Legal and General Investment Management manages this currency hedge. Individual fund managers may also use derivatives if

permitted by their investment management agreements. Furthermore, fund managers will take account of currency risk in their investment decisions.

Currency risk – sensitivity analysis

The WM Company has provided the fund with an analysis of historical exchange rate movements to determine potential changes in the fair value of assets during the 2016/17 reporting period due to exchange rate movements.

The analysis assumes all other variables remain constant.

Asset type	Value at 31 March 2017 £000	% Change	Value on increase £000	Value on decrease £000
Equities	1,141,725	8.2%	1,235,371	1,048,079
Fixed interest	229,245	8.2%	248,048	210,442
Property and Private Equity	131,522	8.2%	142,310	120,734
Diversified Growth	390,257	8.2%	422,267	358,247
Cash and Other Assets	38,880	8.2%	42,069	35,691
Total	1,931,629	8.2%	2,090,065	1,773,193

For comparison last year figures are included below.

Asset type	Value at 31 March 2016 £000	% Change	Value on increase £000	Value on decrease £000
Equities	983,313	6.24%	1,044,672	921,954
Fixed interest	211,966	6.24%	225,193	198,739
Property and Private Equity	102,975	6.24%	109,401	96,549
Diversified Growth	376,686	6.24%	400,191	353,181
Cash and Other Assets	10,433	6.24%	11,084	9,782
Total	1,685,373	6.24%	1,790,541	1,580,205

b) Credit risk

Credit risk represents the risk that the counterparty to a transaction or a financial instrument will fail to discharge an obligation and cause the fund to incur a financial loss. The market values of investments generally reflect an assessment of credit in their pricing and consequently the risk of loss is implicitly provided for in the carrying value of the fund's financial assets and liabilities.

In essence the fund's entire investment portfolio is exposed to some form of credit risk, with the exception of the derivative positions, where the risk equates to the net market value of a positive derivative position. However, the selection of high quality counterparties, brokers and financial institutions minimises the credit risk that may occur through the failure to settle a transaction in a timely manner.

Contractual credit risk is represented by the net payment or receipt that remains outstanding, and the cost of replacing the derivative position in the event of a counterparty default. The residual risk is minimal due to the various insurance policies held by exchanges to cover defaulting counterparties.

The fund's cash balance is lent to borrowers in accordance with the county council's treasury management strategy. There are rigorous procedures in place to manage the security of all cash deposits, including criteria for the quality of counterparties and limits on the amount that can be placed with any one of those counterparties. The council operates a lowest common denominator approach to counterparty management which means that available counterparties must meet the minimum credit rating criteria with all three ratings agencies.

The fund has agreed a total of £42m in short fixed term deposits as part of the treasury management strategy; these include £27 million of fixed term deposits with other Local Authorities.

Fixed Term Deposits	No. of days	Balance at 31 March 2017 £000
Police & Crime Commissioner for Northumbria c/o Gateshead	122	10,000
South Ayrshire	92	5,000
Birmingham City Council	87	10,000
Police and crime commissioner for Staffordshire	133	5,000
Plymouth City Council	92	10,000
Newport City Council civic centre	29	2,000
Other short term investments		42,000

The fund holds a separate bank account with HSBC, which holds AA long term credit ratings (or equivalent) with all three credit rating agencies (Fitch, Moody's, Standard and Poor's).

The fund has a call account with Natwest Bank and Lloyds Bank, an account with a money market fund, managed by Goldman Sachs Asset management and a term deposit placed with Nationwide Building society. In line with the treasury strategy, the maximum deposit level allowed with each counterparty is £25 million.

Balance at 31 March 2016 £000		Balance at 31 March 2017 £000
	Term Deposits	
10,000	Nationwide	0
	Call account	
12	Natwest	0
5,031	Lloyds	0
	Money market fund	
6,700	Goldman Sachs	490
	Aberdeen MMF	25,000
	Current account	
3,835	HSBC	586
25,578	Internally Managed Cash	26,076
38,724	Externally Managed Cash	91,422
64,302	Total Cash	117,498

The fund's cash holding under its treasury management arrangements as at 31 March 2017 was £26.1million (£25.6million at 31 March 2016).

c) Liquidity risk

Liquidity risk represents the risk that the fund will not be able to meet its financial obligations as they fall due. The council therefore takes steps to ensure that the pension fund has adequate cash to meet its commitments. The fund needs to manage its cash flows to ensure pensioner payroll costs are met and sufficient cash is available to meet investment commitments.

The treasury management activities of the fund are managed by Surrey County Council on a daily basis. A cash flow forecast is updated daily to help understand and manage the timings of the fund's cash flows.

The fund has immediate access to the internally managed cash holdings and money market fund.

The fund is able to borrow cash to meet short-term cash requirements, no such instances occurred during 2015/16 or 2016/17

The fund currently has a long-term positive cash flow, which reflects the fact that contributions into the fund exceed benefits being paid out. Cash flow surpluses are invested with fund managers, given that the fund has an aim of being as fully invested as possible after allowing for the need to hold working balances. Regular rebalancing exercises take place, which involves assessing the level of internal cash available to be invested with managers.

d) Derivative risk

Some portfolios in which the fund invests may utilise financial derivative instruments to reduce risks or costs or to generate additional returns to meet the portfolio's objectives. Use of such derivatives does not guarantee a positive result for the portfolio.

Derivatives may invoke a small initial investment but carry the potential for a much greater liability. This is known as leverage. A small market movement could therefore have a proportionately larger impact either for or against the fund. Other specific risks include the inability of the portfolio manager to close out a derivative position due to illiquidity in the derivative market.

The employment of derivatives within the fund is limited to specific portfolios where their usage is primarily to manage volatility associated with other holdings. A significant movement to the detriment of the portfolio is intended to be balanced by positive movements in other areas of the portfolio. Fund managers will be expected to ensure a balanced, diverse pool of assets with internal exposure restrictions to limit the impact of potential market movements.

Note 21: Related party transactions

i) Employer pension contributions paid by Surrey County Council in 2016/17 amounted to £67,508k (£65,019k in 2015/16).

2015/2016		2016/2017
£000		£000
43,370	Employers' current service contributions	44,261
21,087	Lump sum payments to recover the deficit in respect of past service	22,351
562	Payments into the fund to recover the additional cost of early retirement liabilities	896
<u>65,019</u>		<u>67,508</u>

ii) Surrey Pension Fund paid Surrey County Council £1,508k for services provided in 2016/17 (£1,382k in 2015/16).

2015/2016		2016/2017
£000		£000
261	Treasury management, accounting and managerial services	258
1,121	Pension administration services	1,250
<u>1,382</u>		<u>1,508</u>

iii) Net amounts owed by Surrey County Council to the fund as at 31 March 2017 were £5,621k (£8,583k at 31 March 2016).

Note 22: Key management personnel

The below employees of Surrey County Council hold key positions in the financial management of the Surrey Pension Fund. Their financial relationship with the fund is disclosed as a proportion of salary costs, including employer pension contributions and national insurance contributions that can be attributed to the fund.

2015/16 £	Position	2016/17 £	
22,484	Director of Finance	22,859	1
73,164	Pension Fund & Treasury Manager	75,795	2
44,132	Senior Specialist Advisor	47,139	2
53,662	Senior Accountant	55,545	3
<u>193,442</u>		<u>201,338</u>	

1. 15% of time allocated to pension fund
2. 70% of time allocated to pension fund
3. 100% of time allocated to pension fund

Note 23: Custody

Custody arrangements for all securities and cash balances are provided by the fund's global custodian, The Northern Trust Company, excluding private equity investments and internally held cash. For the Fund's private equity investments, the custodial arrangements are managed by the individual private equity partnership with each custodian in charge of all private equity partnership assets, not just those of the Surrey Pension Fund.

Custodian arrangements for the managers responsible for private equity are as follows:

Private Equity Manager	Custody Provider
BlackRock	PNC Bank
Goldman Sachs	State Street Global Advisors
HG Capital	Bank of New York Mellon
Livingbridge (Formerly ISIS)	Lloyds Banking Group
SL Capital	State Street Global Advisors, Deutsche Bank & JP Morgan
Capital Dynamics	Bank of America

Note 24 : Actuarial statement for 2016/17 - funding arrangements

This statement has been prepared in accordance with Regulation 57(1)(d) of the Local Government Pension Scheme Regulations 2013. It has been prepared at the request of the Administering Authority of the Fund for the purpose of complying with the aforementioned regulation.

Description of funding policy

The funding policy is set out in the Surrey Pension Fund's (the Fund) Funding Strategy Statement (FSS). In summary, the key funding principles are as follows:

- to ensure the long-term solvency of the Fund using a prudent long term view. This will ensure that sufficient funds are available to meet all members'/dependants' benefits as they fall due for payment;
- to ensure that employer contribution rates are reasonably stable where appropriate;
- to minimise the long-term cash contributions which employers need to pay to the Fund, by recognising the link between assets and liabilities and adopting an investment strategy which balances risk and return (NB this will also minimise the costs to be borne by Council Tax payers);
- to reflect the different characteristics of different employers in determining contribution rates. This involves the Fund having a clear and transparent funding strategy to demonstrate how each employer can best meet its own liabilities over future years; and
- to use reasonable measures to reduce the risk to other employers and ultimately to the Council Tax payer from an employer defaulting on its pension obligations.

The FSS sets out how the Administering Authority seeks to balance the conflicting aims of securing the solvency of the Fund and keeping employer contributions stable. For employers whose covenant was considered by the Administering Authority to be sufficiently strong, contributions have been stabilised to return their portion of the Fund to full funding over 20 years if the valuation assumptions are borne out.

Asset-liability modelling has been carried out which demonstrate that if these contribution rates are paid and future contribution changes are constrained as set out in the FSS, there is still around a 66% chance that the Fund will return to full funding over 20 years.

Funding Position as at the last formal funding valuation

The most recent actuarial valuation carried out under Regulation 62 of the Local Government Pension Scheme Regulations 2013 was as at 31 March 2016. This valuation revealed that the Fund's assets, which at 31 March 2016 were valued at £3,892 million, were sufficient to meet 83% of the liabilities (i.e. the present value of promised retirement benefits) accrued up to that date. The resulting deficit at the 2016 valuation was £679 million.

Each employer had contribution requirements set at the valuation, with the aim of achieving full funding within a time horizon and probability measure as per the FSS. Individual employers' contributions for the period 1 April 2017 to 31 March 2020 were set in accordance with the Fund's funding policy as set out in its FSS.

Principal Actuarial Assumptions and Method used to value the liabilities

Full details of the methods and assumptions used are described in the 2016 valuation report.

Method

The liabilities were assessed using an accrued benefits method which takes into account pensionable membership up to the valuation date, and makes an allowance for expected future salary growth to retirement or expected earlier date of leaving pensionable membership.

Assumptions

A market-related approach was taken to valuing the liabilities, for consistency with the valuation of the Fund assets at their market value.

The key financial assumptions adopted for the 2016 valuation were as follows:

Financial assumptions	31 March 2016
Discount rate	4.2%
Pay increases	2.4%
Price inflation/Pension increases	2.1%

The key demographic assumption was the allowance made for longevity. The life expectancy assumptions are based on the Fund's VitaCurves with improvements in line with the CMI 2013 model, assuming the current rate of improvements has reached a peak and will converge to long term rate of 1.25% p.a. Based on these assumptions, the average future life expectancies at age 65 are as follows:

	Males	Females
Current pensioners	22.5 years	24.6 years
Future pensioners	24.1 years	26.4 years

Copies of the 2016 valuation report and Funding Strategy Statement are available on request from Surrey County Council, the Administering Authority to the Fund.

Experience over the year since 31 March 2016

Since the last formal valuation, the Fund has achieved strong investment performance. This will have improved the funding position as at 31 March 2017.

The next actuarial valuation will be carried out as at 31 March 2019. The Funding Strategy Statement will also be reviewed at that time.

Barry McKay FFA

For and on behalf of Hymans Robertson LLP

19 May 2017

Note 25: Actuarial present value of future retirement benefits

CIPFA's Code of Practice on Local Authority Accounting 2016/17 requires Administering Authorities of LGPS funds that prepare pension fund accounts to disclose what IAS26 refers to as the actuarial present value of promised retirement benefits. I have been instructed by the Administering Authority to provide the necessary information for Surrey Pension Fund ("the Fund").

The actuarial present value of promised retirement benefits is to be calculated similarly to the Defined Benefit Obligation under IAS19. There are three options for its disclosure in the pension fund accounts:

- showing the figure in the Net Assets Statement, in which case it requires the statement to disclose the resulting surplus or deficit;
- as a note to the accounts; or
- by reference to this information in an accompanying actuarial report.

If an actuarial valuation has not been prepared at the date of the financial statements, IAS26 requires the most recent valuation to be used as a base and the date of the valuation disclosed. The valuation should be carried out using assumptions in line with IAS19 and not the Fund's funding assumptions.

Balance sheet

Year ended	31 March 2016	31 March 2017
	£m	£m
Present value of promised retirement benefits	4,684	5,710

The promised retirement benefits at 31 March 2017 (2016) have been projected using a roll forward approximation from the latest formal funding valuation as at 31 March 2016 (2013). The approximation involved in the roll forward model means that the split of benefits between the three classes of member may not be reliable. However, I am satisfied that the total figure is a reasonable estimate of the actuarial present value of benefit promises.

The above figures include both vested and non-vested benefits, although the latter is assumed to have a negligible value. Further, I have not made any allowance for unfunded benefits.

It should be noted the above figures are appropriate for the Administering Authority only for preparation of the pension fund accounts. They should not be used for any other purpose (i.e. comparing against liability measures on a funding basis or a cessation basis).

Assumptions

The assumptions used are those adopted for the Administering Authority's IAS19 report and are different as at 31 March 2017 and 31 March 2016. I estimate that the impact of the change in financial assumptions to 31 March 2017 is to increase the actuarial present value by £847m. I estimate that the impact of the change in demographic and longevity assumptions is to decrease the actuarial present value by £66m.

Financial assumptions

My recommended financial assumptions are summarised below:

Year ended	31 March 2016	31 March 2017
Inflation/pension increase rate	2.2%	2.4%
Salary increase rate	3.7%	2.7%
Discount rate	3.5%	2.6%

Longevity assumptions

Life expectancy is based on the Fund's VitaCurves with improvements in line with the CMI 2013 model, assuming the current rate of improvements has reached a peak and will converge to long term rate of 1.25% p.a. Based on these assumptions, the average future life expectancies at age 65 are summarised below:

	Males	Females
Current pensioners	22.5 years	24.6 years
Future pensioners*	24.1 years	26.4 years

Please note that the longevity assumptions have changed since the previous IAS26 disclosure for the Fund.

Commutation assumption

An allowance is included for future retirements to elect to take 25% of the maximum additional tax-free cash up to HMRC limits for pre-April 2008 service and 63% of the maximum tax-free cash for post-April 2008 service.

Professional notes

This paper accompanies my covering report titled 'Actuarial Valuation as at 31 March 2017 for accounting purposes'. The covering report identifies the appropriate reliances and limitations for the use of the figures in this paper, together with further details regarding the professional requirements and assumptions.

Anne Cranston AFA
19 May 2017
For and on behalf of Hymans Robertson LLP

Note 26: Additional Voluntary Contributions

Market Value 2015/16 £000	Position	Market Value 2016/17 £000
10,207	Prudential	12,401
<u>10,207</u>		<u>12,401</u>

Additional Voluntary Contributions, net of returned payments, of £2.7million were paid directly to Prudential during the year (£2.2million during 2015/16).

Note 27: Statement of investment principles

Full details of the fund's investment policy are documented in the Statement of Investment Principles. This is published in the pension fund's full annual report and on the Surrey Pension Fund website.

Note 28: Annual report

The Surrey Pension Fund Annual Report 2016/2017 provides further details on the management, investment performance and governance of the Fund.

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The Audit Findings Report for the Surrey Pension Fund

Year ended 31 March 2017

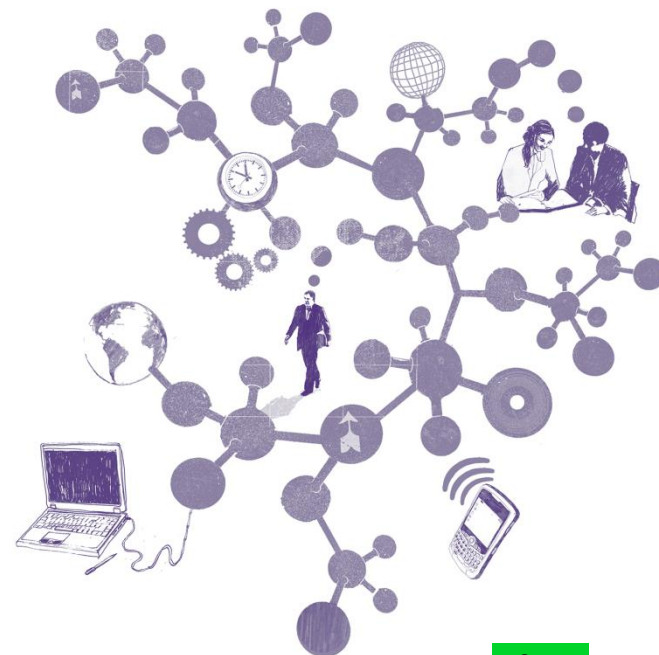
July 2017

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18 July 2017

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Dear Members of the Audit and Governance Committee

Audit Findings for Surrey Pension Fund for the year ending 31 March 2017

This Audit Findings report highlights the significant findings arising from the audit for the benefit of those charged with governance (in the case of the Surrey Pension Fund, The Audit & Governance Committee), as required by International Standard on Auditing (UK & Ireland) 260, the Local Audit and Accountability Act 2014 and the National Audit Office Code of Audit Practice. Its contents have been discussed with management.

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

The contents of this report relate only to those matters which came to our attention during the conduct of our normal audit procedures which are designed primarily for the purpose of expressing our opinion on the financial statements. Our audit is not designed to test all internal controls or identify all areas of control weakness. However, where, as part of our testing, we identify any control weaknesses, we will report these to you. In consequence, our work cannot be relied upon to disclose defalcations or other irregularities, or to include all possible improvements in internal control that a more extensive special examination might identify. We do not accept any responsibility for any loss occasioned to any third party acting, or refraining from acting on the basis of the content of this report, as this report was not prepared for, nor intended for, any other purpose.

We would like to take this opportunity to record our appreciation for the kind assistance provided by the finance team and other staff during our audit.

Yours sincerely

Ciaran McLaughlin
Engagement Lead

Chartered Accountants

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Appendices

A Audit opinion

Section 1: Executive summary

01. Executive summary

02. Audit findings

03. Fees, non audit services and independence

04. Communication of audit matters

Purpose of this report

This report highlights the key issues affecting the results of the Surrey Pension Fund ('the Fund') and the preparation of the Fund's financial statements for the year ended 31 March 2017. It is also used to report our audit findings to management and those charged with governance in accordance with the requirements of International Standard on Auditing (UK & Ireland) 260, and the Local Audit and Accountability Act 2014 ('the Act').

Under the National Audit Office (NAO) Code of Audit Practice ('the Code'), we are required to report whether, in our opinion, the Fund's financial statements give a true and fair view of the financial position of the Fund and its income and expenditure for the year and whether they have been properly prepared in accordance with the CIPFA Code of Practice on Local Authority Accounting.

We are also required consider other information published together with the audited financial statements, whether it is consistent with the financial statements and in line with required guidance. This includes the Narrative Report and the Pension Fund Annual Report.

Introduction

In the conduct of our audit we have not had to alter or change our audit approach, which we communicated to you in our Audit Plan dated 27th of March 2017.

Our audit is substantially complete although we are finalising our procedures in the following areas:

- completion of investments triangulation testing;
- review of the final version of the narrative statement;
- review of the final version of the financial statements;
- completion of our final internal reviews;

- obtaining and reviewing the signed management letter of representation; and
- updating our post balance sheet events review, to the date of signing the opinion.

We received draft financial statements and accompanying working papers at the commencement of our work, in accordance with the agreed timetable.

We anticipate providing a unqualified audit opinion in respect of the financial statements (see Appendix A).

Key audit and financial reporting issues

Financial statements opinion

We have identified one adjustment affecting the Fund's reported net asset position in the draft financial statements. The draft financial statements for the year ended 31 March 2017 recorded net assets of £3,857,846k and the audited financial statements increase the value of the net assets by £11m. See page 18 for further details.

There were no significant issues arising from our work. A new Pension Fund Accountant was appointed during the year. The draft financial statements provided to audit were of a good quality, but with a number of minor disclosure issues coming out of our audit work. The accounts were supported by good working papers and we were pleased with level of support given by the finance team and their responsiveness to our queries. The finance team responded promptly and knowledgeably to audit requests and queries. This audit has demonstrated that the finance team is in a good position to manage the Pension Fund effectively and produce high quality financial statements going forward.

We have recommended a number of adjustments to improve disclosure and the presentation of the financial statements, further details of which can be seen within section two of this report.

We anticipate providing an unqualified opinion in respect of the Fund's financial statements.

Controls

Roles and responsibilities

The Fund's management is responsible for the identification, assessment, management and monitoring of risk, and for developing, operating and monitoring the system of internal control.

Our audit is not designed to test all internal controls or identify all areas of control weakness. However, where, as part of our testing, we identify any control weaknesses, we report these to the Fund.

Findings

Our work has not identified any control weaknesses which we wish to highlight for your attention. Further details are provided within section two of this report.

The way forward

Matters arising from the financial statements audit have been discussed with the Director of Finance and the Strategic Finance Manager (Pension Fund and Treasury) for the Fund.

Acknowledgement

We would like to take this opportunity to record our appreciation for the assistance provided by the finance team and other staff during our audit.

Grant Thornton UK LLP
July 2017

Section 2: Audit findings

01. Executive summary

02. Audit findings

03. Fees, non audit services and independence

04. Communication of audit matters

This section summarises the findings of the audit, we report on the final level of materiality used and the work undertaken against the risks we identified in our initial audit plan. We also conclude on the accounting policies, estimates and judgements used and highlight any weaknesses found as part of the audit in internal controls. As required by auditing standards we detail both adjusted and unadjusted misstatements to the accounts and their impact on the financial statements.

Materiality

In performing our audit, we apply the concept of materiality, following the requirements of International Standard on Auditing (UK & Ireland) (ISA) 320: Materiality in planning and performing an audit. The standard states that 'misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements'.

As we reported in our audit plan, we determined overall materiality to be £32,236k (being 1% of net assets from the prior year audited accounts). We have considered whether this level remained appropriate during the course of the audit and have revised our materiality upwards to take account of the increase in the Net Assets during 2016-17, which generates a revised materiality of £38,579k (still being 1% of net assets, this time from the draft 2016-17 Accounts).

We also set an amount below which misstatements would be clearly trivial and would not need to be accumulated or reported to those charged with governance because we would not expect that the accumulated effect of such amounts would have a material impact on the financial statements. We have defined the amount below which misstatements would be clearly trivial to be £1,611k. Our assessment of the value of clearly trivial matters has been adjusted to reflect our revised materiality calculation, which has thus increased to £1,929k.

As we reported in our audit plan, we did not identify any items where we decided that separate materiality levels were appropriate, and have made no changes to this assessment during the course of our audit.

Audit findings against significant risks

"Significant risks often relate to significant non-routine transactions and judgmental matters. Non-routine transactions are transactions that are unusual, either due to size or nature, and that therefore occur infrequently. Judgmental matters may include the development of accounting estimates for which there is significant measurement uncertainty" (ISA(UK&I)315).

In this section we detail our response to the significant risks of material misstatement which we identified in the Audit Plan. As we noted in our plan, there are two presumed significant risks which are applicable to all audits under auditing standards.

	Risks identified in our audit plan	Work completed	Assurance gained and issues arising
1.	<p>The revenue cycle includes fraudulent transactions</p> <p>Under ISA (UK&I)240 there is a presumed risk that revenue may be misstated due to the improper recognition of revenue.</p> <p>This presumption can be rebutted if the auditor concludes that there is no risk of material misstatement due to fraud relating to revenue recognition.</p>	<p>Having considered the risk factors set out in ISA240 and the nature of the revenue streams at Surrey Pension Fund, we determined that the risk of fraud arising from revenue recognition can be rebutted, because:</p> <ul style="list-style-type: none"> • there is little incentive to manipulate revenue recognition • opportunities to manipulate revenue recognition are very limited • the culture and ethical frameworks of local authorities, including Surrey County Council, mean that all forms of fraud are seen as unacceptable <p>Therefore we do not consider this to be a significant risk for Surrey Pension Fund.</p>	<p>Our audit work has not identified any material issues in respect of revenue recognition.</p>
2.	<p>Management over-ride of controls</p> <p>Under ISA(UK&I)240 it is presumed that the risk of management over-ride of controls is present in all entities.</p>	<p>We have completed the following work in respect of this risk:</p> <ul style="list-style-type: none"> • Review of accounting estimates, judgments and decisions made by management • Review of journal entry process and selection of unusual journal entries for testing back to supporting documentation • Review of unusual significant transactions 	<p>Our audit work has not identified any evidence of management over-ride of controls. In particular the findings of our review of journal controls and testing of journal entries has not identified any significant issues.</p> <p>We set out later in this section of the report our work and findings on key accounting estimates and judgements.</p>

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Audit findings against significant risks continued

We have also identified the following significant risks of material misstatement from our understanding of the entity. We set out below the work we have completed to address these risks.

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	Risks identified in our audit plan	Work completed	Assurance gained and issues arising
3.	<p>Level 3 Investments – Valuation is incorrect</p> <p>Under ISA(UK&I)315 significant risks often relate to significant non-routine transactions and judgemental matters. Level 3 investments by their very nature require a significant degree of judgement to reach an appropriate valuation at year end.</p>	<p>We have completed the following work in respect of this risk:</p> <ul style="list-style-type: none"> We have updated our understanding of your process for valuing level 3 investment through discussions with relevant personnel from the Pension Fund during the interim audit. For a sample of private equity investments, tested valuations by obtaining and reviewing the audited accounts at latest date for individual investments and agreeing these to the fund manager reports at that date. Reconciliation of those values to the values at 31st March 2017 with reference to known movements in the intervening period. To reviewed the nature and basis of estimated values and consider what assurance management has over the year end valuations provided for these types of investments. 	<p>Our audit work to date has not identified any significant issues in relation to the risk identified.</p> <p>We will provide an update to the Committee should any issues be identified from our remaining work detailed on page 5 of this report.</p>
4.	<p>Risk of Fraud in Expenditure Recognition</p> <p>Practice Note 10 requires us to consider the risk of material misstatement due to fraudulent financial reporting that may arise from manipulation of expenditure recognition, especially where the body is required to meet targets. Although we did not report on our assessment to you as part of our planning we have included it here in the interests of completeness and transparency.</p>	<p>Having considered the risk factors and the nature of the expenditure at Surrey Pension Fund, we have determined that the risk of fraud arising from the expenditure transactions can be rebutted:</p> <ul style="list-style-type: none"> incentive and opportunities to manipulate expenditure are very limited. the culture and ethical frameworks of local authorities, including Surrey Pension Fund, mean that all forms of fraud are seen as unacceptable. we are already reviewing unusual significant transactions, accounting estimates and journal entries in addressing the risk of management override of control above. 	<p>Subject to completion of our procedures as outlined on page 5 of this report, our audit work has not identified any issues in respect of revenue recognition.</p> <p>We will update the Audit and Governance Committee with the outcome of our work.</p>

Audit findings against other risks

In this section we detail our response to the other risks of material misstatement which we identified in the Audit Plan. Recommendations, together with management responses are attached at appendix A.

Transaction cycle	Description of risk	Work completed	Assurance gained & issues arising
Investment purchases and sales	Investment activity not valid. (Occurrence) Investment valuation not correct. (Valuation gross)	We have undertaken the following work in relation to this risk <ul style="list-style-type: none"> We performed substantive testing of material purchases and sales up to the time of our interim visit and agreed these to supporting documentation We have reviewed the reconciliation of information provided by the fund managers, the custodian and the Pension Fund's own records and seek explanations for variances Completed a predictive analytical review for different types of investments 	Our audit work to date has not identified any significant issues in relation to the risk identified. We will provide an update to the Committee should any issues be identified from our remaining work.
Investment values – Level 2 investments	Valuation is incorrect. (Valuation net)	We have undertaken the following work in relation to this risk: <ul style="list-style-type: none"> We have reviewed the reconciliation of information provided by the fund managers, the custodian and the Pension Fund's own records and asked management for explanations of variances Where necessary for additional assurance, we have tested a sample of level 2 investments prices from the custodian/ fund manager to independently obtained prices 	Our audit work to date has not identified any significant issues in relation to the risk identified. We will provide an update to the Committee should any issues be identified from our remaining work.
Contributions	Recorded contributions not correct (Occurrence)	We have undertaken the following work in relation to this risk: <ul style="list-style-type: none"> Completed controls testing over occurrence, completeness and accuracy of contributions to the scheme from the employees of Surrey County Council Tested a sample of contributions from Scheduled and Admitted bodies to source evidence to gain assurance over their accuracy and occurrence Trend analysis of scheme contributions across the year to assess the completeness of scheme contributions Rationalised contributions received with reference to changes in member body payrolls and numbers of contributing pensioners to ensure that any unexpected trends are satisfactorily explained 	Our audit work to date has not identified any significant issues in relation to the risk identified. We will provide an update to the Committee should any issues be identified from our remaining work.





Audit findings against other risks (continued)




Transaction cycle	Description of risk	Work completed	Assurance gained & issues arising
Benefits payable	Benefits improperly computed/claims liability understated (Completeness, accuracy and occurrence)	<p>We have undertaken the following work in relation to this risk:</p> <ul style="list-style-type: none"> • We have completed a walkthrough of controls identified and controls testing over completeness, accuracy and occurrence of benefit payments • Substantive tested of a sample of individual pensions in payment by reference to member file. • Trend analysis of benefit payments across the year to assess the completeness of benefit payments • We have rationalised pensions paid with reference to changes in pensioner numbers and increases applied in the year to ensure that any unusual trends are satisfactorily Explained 	Our audit work to date has not identified any significant issues in relation to the risk identified. We will provide an update to the Committee should any issues be identified from our remaining work.
Member Data	Member data not correct. (Rights and Obligations)	<p>We have undertaken the following work in relation to this risk:</p> <ul style="list-style-type: none"> • We have performed a walkthrough of the controls identified in the cycle • We have completed controls testing over reconciliations and verifications with individual members • Sample tested changes to member data made during the year to source documentation 	Our audit work to date has not identified any significant issues in relation to the risk identified. We will provide an update to the Committee should any issues be identified from our remaining work.

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Accounting policies, estimates and judgements

In this section we report on our consideration of accounting policies, in particular revenue recognition policies, and key estimates and judgements made and included with the Fund's financial statements.

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Accounting area	Summary of policy	Comments	Assessment
Revenue recognition	<p>The financial statements include policies for recognition of the following:</p> <ul style="list-style-type: none"> • Investment income • Contribution income • Transfers in to the scheme <p>Revenue for the first two categories is recognised on an accruals basis, whilst for the third category it is recognised on a cash basis, with the exception of bulk transfers, which are accounted for on an accruals basis in accordance with the terms of the transfer agreement.</p>	<p>Review of your policies for revenue recognition confirms they are in line with the requirements of the CIPFA Code of Practice and cover all the expected areas in accordance with the Fund's activities.</p> <p>Our testing has confirmed that these policies have been correctly and consistently applied.</p>	 Green
Judgements and estimates	<p>Key estimates and judgements include:</p> <ul style="list-style-type: none"> • Valuation of private equity and infrastructure investments • Pension Fund Liability 	<p>Our review of your key judgements disclosed in the draft financial statements has confirmed they are complete in accordance with our understanding of the Fund. Our testing has confirmed that the accounting policies in relation to these areas are in accordance with the CIPFA Code of Practice and have been correctly and consistently applied.</p>	 Green
Going concern	<p>Officers have a reasonable expectation that the services provided by the Fund will continue for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.</p>	<p>We have reviewed officers' assessment and are satisfied with management's assessment that the going concern basis is appropriate for the 2016/17 financial statements.</p>	 Green

Assessment
● **Red** - Marginal accounting policy which could potentially attract attention from regulators
● **Amber** - Accounting policy appropriate but scope for improved disclosure
● **Green** - Accounting policy appropriate and disclosures sufficient






Accounting policies, estimates and judgements continued

Accounting area	Summary of policy	Comments	Assessment
<p>Other accounting policies</p>	<p>We have reviewed the Fund's policies against the requirements of the CIPFA Code and accounting standards</p>	<p>The Fund's accounting policies are appropriate and consistent with previous years.</p>	<p style="text-align: center;">  Green </p>

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Assessment

 **Red** - Marginal accounting policy which could potentially attract attention from regulators policy appropriate and disclosures sufficient

 **Amber** - Accounting policy appropriate but scope for improved disclosure

 **Green** - Accounting

Other communication requirements

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

	Issue	Commentary
1.	Matters in relation to fraud	<ul style="list-style-type: none"> We have previously discussed the risk of fraud with The Audit and Governance Committee and have not been made aware of any other incidents in the period and no other issues have been identified during the course of our audit procedures.
2.	Matters in relation to related parties	<ul style="list-style-type: none"> From the work we carried out, we have not identified any related party transactions which have not been disclosed.
3.	Matters in relation to laws and regulations	<ul style="list-style-type: none"> You have not made us aware of any significant incidences of non-compliance with relevant laws and regulations and we have not identified any incidences from our audit work.
4.	Written representations	<ul style="list-style-type: none"> A standard letter of representation has been requested from the Fund.
5.	Confirmation requests from third parties	<ul style="list-style-type: none"> We obtained direct confirmations from your fund managers and custodian for investment balances and from your bank for your cash balances (outside of the cash held by your fund managers). All of these requests have been returned with positive confirmation.
6.	Disclosures	<ul style="list-style-type: none"> Our review found no material errors or omissions but we have requested management to make some minor amendments to further improve the clarity of the information included within the financial statements.
7.	Matters on which we report by exception	<ul style="list-style-type: none"> We are required to report by exception where the Pension Fund Annual Report is inconsistent with the financial statements. We have not identified any issues we wish to report.

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Internal controls

The purpose of an audit is to express an opinion on the financial statements.

Our audit included consideration of internal controls relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. We considered and walked through the internal controls for Investment Purchases and Sales, Investment Valuations – Levels 2 and 3, Contributions, Benefits Payable, and Member Data as set out on pages 11 to 13 within this report.

Based on our work to date, the controls have been found to be operating effectively and we have no matters to report to the Governance and Audit Committee. We will provide an update to the Committee should any issues be identified from our remaining work.

Internal controls – review of issues raised in prior year

	Assessment	Issue and risk previously communicated	Update on actions taken to address the issue
1.	✓	<p>Issue: New starter letters should be sent to all new members of the pension scheme and a full review of those instances where this did not take place during 2015/16 should be undertaken.</p> <p>Management response: A process review has been undertaken and an automated bulk process for generating new joiner letters has been initiated - process maps have been recorded as part of the Audit. The missing cases for 2015/16 have been identified as part of the process review and will be contacted as part of the bulk processing.</p>	<p>The new process has been in place since January 2017 and the missing 2015/16 cases have been contacted as a bulk exercise.</p>
2.	✓	<p>Issue: Our testing in 2015/16 identified accumulated unreconciled differences in the cash balance. Given the potential sensitivity of cash balances, unreconciled differences on cash balances should be fully adjusted on at least an annual basis.</p> <p>Management response: Fund manager and custodian cash balances are currently monitored on a quarterly basis. Management will ensure that any variances will be fully adjusted as part of a quarterly reconciliation.</p>	<p>A reconciliation of the cash balance is now carried out on a quarterly basis.</p> <p>The differences in the cash balance have now been reconciled for the 2016/17 year end.</p>

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Assessment

- ✓ Action completed
- X Not yet addressed



Adjusted and unadjusted misstatements

We are required to report all non-trivial misstatements to those charged with governance, whether or not the financial statements have been adjusted by management. There were no adjusted or unadjusted misstatements identified as a result of our procedures.

Adjustment type	Value £'000	Account balance	Impact on the financial statements
Misstatement	11,000	Note 17d Darwin Property Investment Management	The Fund incorrectly counted Darwin Fund £29m twice = £58m (as per Note 17d). The actual valuation for Darwin Fund should have been £69m as at 31 March 2017. Therefore, this means the Net Asset Statement is understated by £11m. This change also has an impact on various disclosures in the financial statements. Management have agreed to correct the error.

Misclassifications and disclosure changes

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

Adjustment type	Value £'000	Account balance	Impact on the financial statements
Disclosure	- 243,032 (Equities) 243,032 (Diversified Growth)	Note 17a Reconciliation of movement in investments and derivatives (Purchases)	Investments in Aviva and Ruffer made during the year was incorrectly categorised under Equities. This should have been included under Diversified Growth Purchases. This has now been corrected. This changes the market movements for each category of assets. This change has no net impact on the financial statements. This change has no net impact on the financial statements.
Disclosure	71,076 (Diversified Growth)	Note 17a Reconciliation of movement in investments and derivatives (Sales)	Surrey Pension Fund withdrew from Standard Life's SL SLI Global Focused Strategies in September 2016 (value of disposal was £71m). This Disposal was omitted in Note 17a under Sales for Diversified Growth. Therefore this means Sales was understated by £71m. This changes the market movements for Diversified Growth. This change has no net impact on the financial statements.
Disclosure	40,000 (Property Unit Trust)	Note 17a Reconciliation of movement in investments and derivatives (Purchases)	Surrey Pension Fund invested £40m in the Darwin Fund in March 2017, therefore this should have been shown under Purchases. Management have corrected this error and this changes the market movements for Property Unit Trust. This change has no net impact on the financial statements.
Disclosure	32,775 (Cash)	Note 17a Reconciliation of movement in investments and derivatives (Market Movements)	The Note had a market movements balance under cash which was unsupported. This has now been corrected by management. This change has no net impact on the financial statements.

Misclassifications and disclosure changes continued

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

Adjustment type	Value £'000	Account balance	Impact on the financial statements
1 Disclosure	- 11,119	Note 14 Investment and Governance Costs	The note incorrectly totalled oversight and governance costs for the financial year ended 2016/17 and note 14 was not consistent with the balance disclosed on the Fund Account. This disclosure error was corrected and did not affect the Fund Account.
2 Disclosure	3,387	Note 17a - Reconciliation of movement in investments and derivatives	The Borrowing amount was shown as being nil for the opening and closing market value, this should have been £7,501k and £3,387k respectively. This error was corrected and did not affect the Fund Account.
3 Disclosure	n/a	IFRS 13	Various notes and disclosures were added to the Pension Fund Accounts in order to meet the requirements of IFRS 13.
4 Disclosure	n/a	Various Account Balances and Disclosures	There were various presentation and disclosures amendments made to the financial statements as a result of our work.

Section 3: Fees, non-audit services and independence

01. Executive summary

02. Audit findings

03. Fees, non audit services and independence

04. Communication of audit matters

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

Fees

	Proposed fee per Audit Plan £	Actual fees £
Pension fund scale fee	27,105	27,105
Total audit fees (excluding VAT)	27,105	27,105

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The proposed fees for the year were in line with the scale fee set by Public Sector Audit Appointments Ltd (PSAA).

Independence and ethics

We provided no other services to Surrey Pension Fund during the 2016/17 year.

For the fees and services provided to Surrey County Council please see our Surrey County Council Audit Findings Report 2016/17 as presented to this meeting.

Independence and ethics

We confirm that there are no significant facts or matters that impact on our independence as auditors that we are required or wish to draw to your attention. We have complied with the Auditing Practices Board's Ethical Standards and therefore we confirm that we are independent and are able to express an objective opinion on the financial statements.

We confirm that we have implemented policies and procedures to meet the requirements of the Auditing Practices Board's Ethical Standards.

Section 4: Communication of audit matters

01. Executive summary

02. Audit findings

03. Fees, non audit services and independence

04. Communication of audit matters

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Communication to those charged with governance

International Standards on Auditing (ISA) (UK&I) 260, as well as other ISA(UK&I)s, prescribe matters which we are required to communicate with those charged with governance, and which we set out in the table opposite.

The Audit Plan outlined our audit strategy and plan to deliver the audit, while this Audit Findings report presents the key issues and other matters arising from the audit, together with an explanation as to how these have been resolved.

Respective responsibilities

The Audit Findings Report has been prepared in the context of the Statement of Responsibilities of Auditors and Audited Bodies issued by Public Sector Audit Appointments Limited (<http://www.psa.co.uk/appointing-auditors/terms-of-appointment/>)

We have been appointed as the Fund's independent external auditors by the Audit Commission, the body responsible for appointing external auditors to local public bodies in England at the time of our appointment. As external auditors, we have a broad remit covering finance and governance matters.

Our annual work programme is set in accordance with the Code of Audit Practice issued by the NAO (<https://www.nao.org.uk/code-audit-practice/about-code/>). Our work considers the Fund's key risks when reaching our conclusions under the Code of Audit Practice.

It is the responsibility of the Fund to ensure that proper arrangements are in place for the conduct of its business, and that public money is safeguarded and properly accounted for. We have considered how the Fund is fulfilling these responsibilities.

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Our communication plan	Audit Plan	Audit Findings
Respective responsibilities of auditor and management/those charged with governance	✓	
Overview of the planned scope and timing of the audit. Form, timing and expected general content of communications	✓	
Views about the qualitative aspects of the entity's accounting and financial reporting practices, significant matters and issues arising during the audit and written representations that have been sought		✓
Confirmation of independence and objectivity	✓	✓
A statement that we have complied with relevant ethical requirements regarding independence, relationships and other matters which might be thought to bear on independence. Details of non-audit work performed by Grant Thornton UK LLP and network firms, together with fees charged Details of safeguards applied to threats to independence	✓	✓
Material weaknesses in internal control identified during the audit		✓
Identification or suspicion of fraud involving management and/or others which results in material misstatement of the financial statements		✓
Non compliance with laws and regulations		✓
Expected modifications to auditor's report		✓
Uncorrected misstatements		✓
Significant matters arising in connection with related parties		✓
Significant matters in relation to going concern		✓

Appendix A: Audit opinion

We anticipate we will provide the Fund with an unmodified audit report .

DRAFT INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SURREY PENSION FUND

We have audited the pension fund financial statements of Surrey County Council (the "Authority") for the year ended 31 March 2017 under the Local Audit and Accountability Act 2014 (the "Act"). The pension fund financial statements comprise the Fund Account, the Net Assets Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.

This report is made solely to the members of the Authority, as a body, in accordance with Part 5 of the Act and as set out in paragraph 43 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and the Authority's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Director of Finance and auditor

As explained more fully in the Statement of Responsibilities, the Director of Finance is responsible for the preparation of the Authority's Statement of Accounts, which includes the pension fund financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17, which give a true and fair view. Our responsibility is to audit and express an opinion on the pension fund financial statements in accordance with applicable law, the Code of Audit Practice published by the National Audit Office on behalf of the Comptroller and Auditor General (the "Code of Audit Practice") 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 pension fund 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 pension fund's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Director of Finance, and the overall presentation of the pension fund financial

statements. In addition, we read all the financial and non-financial information in the Authority's Statement of Accounts and Annual Governance Statement to identify material inconsistencies with the audited pension fund 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 the pension fund financial statements

In our opinion:

- the pension fund financial statements present a true and fair view of the financial transactions of the pension fund during the year ended 31 March 2017 and of the amount and disposition at that date of the fund's assets and liabilities; and
- the pension fund financial statements have been properly prepared in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 and applicable law.

Opinion on other matters

In our opinion, the other information published together with the audited pension fund financial statements in the Authority's Statement of Accounts and Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the audited pension fund financial statements.

Ciaran McLaughlin

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

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Date to be confirmed (2017)



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27 July 2017

Dear Sirs

**Surrey County Council Pension Fund:
Financial Statements for the Year Ended 31 March 2017**

This representation letter is provided in connection with your audit of the financial statements of the Surrey County Council Pension Fund (the Fund) for the year ended 31 March 2017 for the purpose of expressing an opinion as to whether the financial statements show a true and fair view of the financial transactions of the Fund during the year ended 31 March 2017, and of the amount and disposition at that date of its assets and liabilities, other than liabilities to pay pensions and benefits after the end of the Fund year, in accordance with applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 (the Code).

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

Financial Statements

- 1 We have fulfilled our responsibilities for the preparation of the financial statements in accordance with proper practices as set out in the Code; which give a true and fair view in accordance therewith, and for keeping records in respect of contributions received in respect of active members.
- 2 We have complied with the requirements of all statutory directions affecting the Fund and these matters have been appropriately reflected and disclosed in the financial statements.
- 3 The Council has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with requirements of regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.
- 4 We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

- 5 Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- 6 We acknowledge our responsibilities for making the accounting estimates included in the financial statements. Where it was necessary to choose between estimation techniques that comply with the Code, we selected the estimation technique considered to be the most appropriate to the Fund's particular circumstances for the purpose of giving a true and fair view. Those estimates reflect our judgement based on our knowledge and experience about past and current events and are also based on our assumptions about conditions we expect to exist and courses of action we expect to take.
- 7 We are satisfied that the material judgements used in the preparation of the financial statements are soundly based, in accordance with the Code and adequately disclosed in the financial statements. There are no other material judgements that need to be disclosed.
- 8 Except as disclosed in the financial statements:
 - a. there are no unrecorded liabilities, actual or contingent;
 - b. none of the assets of the Fund have been assigned, pledged or mortgaged;
 - c. there are no material prior year charges or credits, nor exceptional or non-recurring items requiring separate disclosure.
- 9 Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of the Code.
- 10 Actual or possible litigation and claims have been accounted for and disclosed in accordance with the requirements of the Code.
- 11 All events subsequent to the date of the financial statements and for which the Code requires adjustment or disclosure have been adjusted or disclosed.
- 12 We have considered the misclassification and disclosures changes schedules included in your Audit Findings Report. The financial statements have been amended for these misclassifications and disclosure changes and are free of material misstatements, including omissions.
- 13 We believe that the Fund's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the Fund's needs. We believe that no further disclosures relating to the Fund's ability to continue as a going concern need to be made in the financial statements.
- 14 We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

Information Provided

- 15 We have provided you with:
 - a. 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;
 - b. additional information that you have requested from us for the purpose of your audit;

- c. unrestricted access to persons from whom you determined it necessary to obtain audit evidence.
- 16 We have communicated to you all deficiencies in internal control of which management is aware.
- 17 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.
- 18 All transactions have been recorded in the accounting records and are reflected in the financial statements.
- 19 We have disclosed to you all our knowledge of fraud or suspected fraud affecting the Fund involving:
- a. management;
 - b. employees who have significant roles in internal control;
 - c. others where the fraud could have a material effect on the financial statements.
- 20 We have disclosed to you all our knowledge of any allegations of fraud, or suspected fraud, affecting the Fund's financial statements communicated by employees, former employees, analysts, regulators or others.
- 21 We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.
- 22 We have disclosed to you the identity of all the Fund's related parties and all the related party relationships and transactions of which we are aware.
- 23 We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

Approval

The approval of this letter of representation was minuted by the Council's Audit and Governance Committee at its meeting on 27 July 2017.

Yours faithfully

Sheila Little
Director of Finance and Administrator of Surrey Pension Fund

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AUDIT & GOVERNANCE COMMITTEE

27 July 2017

TREASURY MANAGEMENT OUTTURN REPORT 2016/17

SUMMARY AND PURPOSE:

This report summarises the council's treasury management activity during 2016/17, as required to ensure compliance with CIPFA's Code of Practice for Treasury Management. The report also covers the council's Prudential Indicators for 2016/17, in accordance with the requirements of the CIPFA Prudential Code for Capital Finance in Local Authorities.

RECOMMENDATIONS:

It is recommended that:

- 1) the Committee note the content of the Treasury Management Annual Report for 2016/17;
and
- 2) adopt the revised Treasury Management Risk Register shown in Annex 3.

BACKGROUND:

1. Treasury management is defined as the management of the organisation's cash flows, banking, money market and capital market transactions, the effective management of the risks associated with those activities, and the pursuit of optimum performance consistent with those risks.

TREASURY MANAGEMENT ANNUAL REPORT 2016/17:

Key Prudential Indicators and Compliance Issues

2. Under CIPFA's Prudential Code, the council is required to report on its actual Prudential Indicators after the year end. Annex 1 Table 13 provides a schedule of all of the council's mandatory Prudential Indicators relating to treasury management, as agreed at the budget meeting of 9 February 2016. Key indicators that provide either an overview or a limit on treasury activity are summarised in the following paragraphs.
3. The Capital Financing Requirement (CFR) shows the council's underlying need to borrow for capital purposes. To ensure that, over the medium term, borrowing net of investments will only be for a capital purpose, net borrowing should not, except in the short-term, exceed the total CFR at the end of the previous year plus any increase in the CFR

anticipated at the end of the current and next two financial years. The council has complied with this requirement as shown in Table 1:

Table 1: Borrowing Position Against CFR

	£m
Total Borrowing at 31 March 2017	512.2
Investments at 31 March 2017	21.8
Net borrowing position at 31 March 2017	490.4
CFR 2016/17	1,084.0
CFR 2017/18	1,143.7

4. Table 2 sets out the long-term borrowing position and the new loans taken out in 2016/17.

Table 2: Long-term borrowing

	£m
Debt outstanding as at 1 April 2016	397.2
Loans raised	0.0
Loans repaid	0.0
Current balance as at 31 March 2017	397.2
Average Rate going forward at 1 April 2017: 4.12%	

5. The Authorised Limit is the council's "affordable borrowing limit" required by section 3(1) of the Local Government Act 2003. This represents the limit beyond which borrowing/external debt is prohibited. The limit reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable. Table 3 demonstrates that during 2016/17, the council has maintained gross borrowing within its Authorised Limit.
6. The Operational Boundary is the level of borrowing that the council could reach during the year. It is not a limit and actual borrowing could vary around this boundary for short times during the year. It includes allowances for unusual but possible events. It acts as an indicator to ensure that the council's Authorised Limit is not breached.

Table 3: Borrowing Against Authorised Limit & Operational Boundary 2016/17

	£m
Authorised Limit	928.1
Operational Boundary	676.9
Highest gross borrowing position during 2016/17	568.3

7. The Minimum Revenue Provision (MRP) is a statutory amount set aside in order to repay the principal amounts of sums borrowed. Capital financing costs (the MRP and interest payments on borrowing) incurred by the council during 2016/17 are detailed as follows:

Table 4: Capital Financing Costs 2016/17

Description	Original Estimate £000	Outturn £000
Minimum Revenue Provision (MRP)	26,479	18,297
Interest on long-term borrowing	21,311	16,377
Interest on short-term borrowing	-	248
Interest on short-term cash flow	(495)	(294)
Total	47,295	34,628

Treasury Management Activity during 2016/17

8. The treasury position at 31 March 2017 compared with the end of the last financial year is shown in Table 5. The council's credit rating criteria effective at 31 March 2017 are shown at Annex 2 Table 14.

Table 5: Investment and Borrowing Position 2016/17

	2015/16		2016/17	
	Principal at 31 Mar 2016 £m	Average Rate*	Principal at 31 Mar 2017 £m	Average Rate
Fixed Interest Rate Debt Long Term	397	4.12%	397	4.12%
Fixed Interest Rate Debt Short Term			115	0.42%
Total Debt	397	4.12%	512	3.29%
Fixed Interest Investments	68	0.54%	21.8	0.38%
Total Investments	68	0.54%	21.8	0.38%
NET BORROWING	329		490.2	

**Excludes Office of the Police and Crime Commissioner for Surrey debt but includes short term borrowing

Borrowing Position

9. The weighted average interest rate on PWLB debt from 2011/12 is shown in Table 6.

Table 6: Interest on PWLB Debt

Financial Year	% Interest on Debt
2011/12	4.20
2012/13	4.20
2013/14	4.42
2014/15	4.53
2015/16	4.12
2016/17	4.12

10. All of the council's current long-term borrowing has been taken from the Public Works Loan Board (PWLB), whose purpose is to provide loans to local authorities in order to finance capital spend, apart from a £10m market loan taken from Barclays. A summary showing the movement of long-term borrowing during 2015/16 and 2016/17 is as follows:

Table 7: Long-Term Borrowing Position

Long-term Borrowing	1 April 2015 to 31 March 2016 £m	1 April 2016 to 31 March 2017 £m
Total debt outstanding at 1 April	397.2	397.2
Loans raised	0	0
Loans repaid	0	0
Total debt at period end	397.2	397.2

11. The council is able to undertake temporary borrowing for cash flow purposes. The council also manages cash on behalf of the Office of the Police and Crime Commissioner for Surrey, which is classified as temporary borrowing. The balances outstanding at 31 March 2017 are detailed in Table 8.

Table 8: Temporary Borrowing Position

Temporary Borrowing at 31 March 2017	£000
Short-term borrowing for cash flow purposes	115,000
Office of the Police and Crime Commissioner for Surrey	24,706
Total Temporary Borrowing	139,706

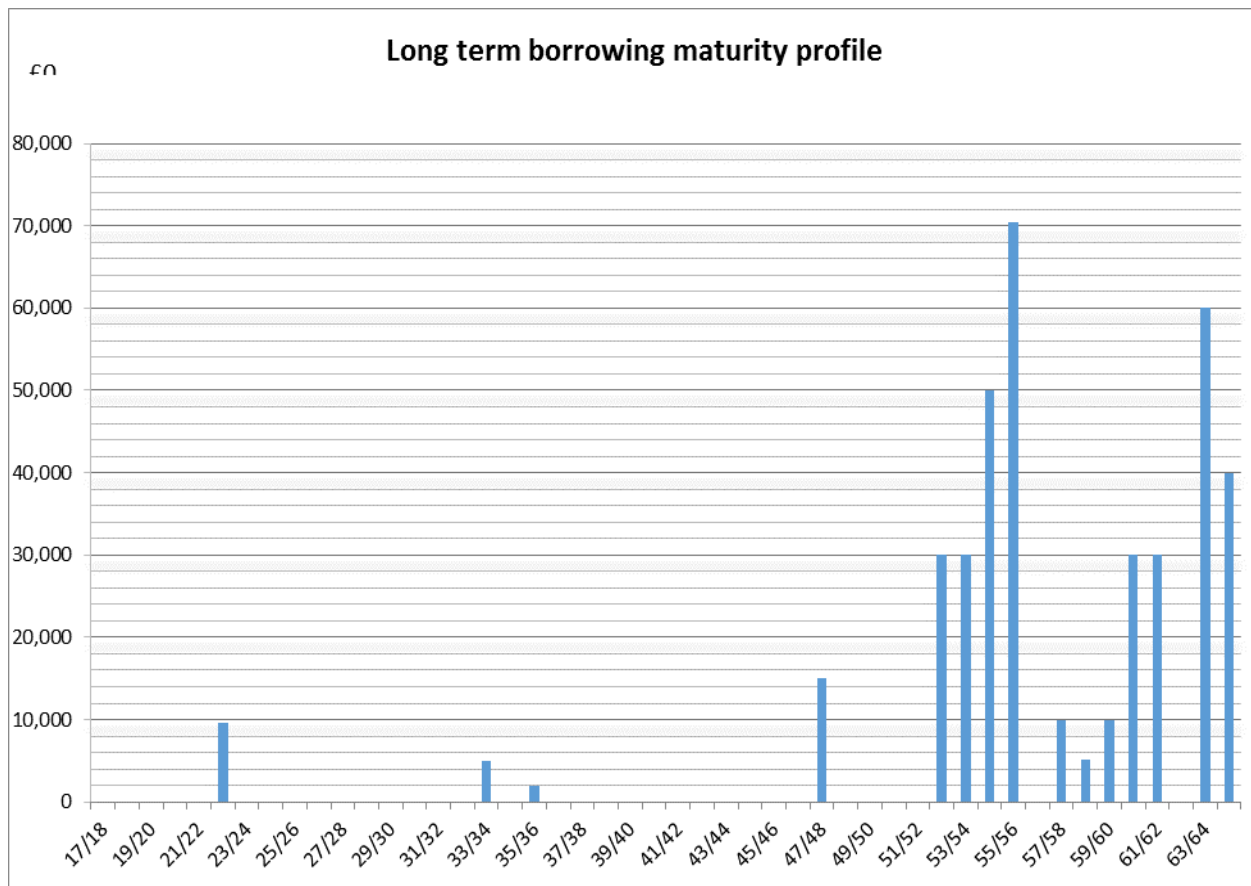
12. The council has limited its exposure to large fixed rate loans maturing in any one year by setting gross limits for its maturity structure of borrowing in accordance with the Prudential Code.

Table 9: Debt Maturity Profile as at 31 March 2017

Maturity Profile	Upper Limit	Lower Limit	Actual
Under 12 months*	50%	0%	26.0%
1 year and within 2 years	50%	0%	0.0%
2 years and within 5 years	50%	0%	0.0%
5 years and within 10 years	75%	0%	1.8%
10 years and above	100%	25%	72.2%

* Includes balances held on behalf of the Office of the Police and Crime Commissioner for Surrey.

13. The debt maturity profile of the council's long-term debt is shown on the following chart:



Investment Position

14. Average investment returns from 2011/12 onwards are shown in Table 10.

Table 10: Return on Investments

Financial Year	% Return on Investments
2011/2012	0.70
2012/2013	0.55
2013/2014	0.41
2014/2015	0.42
2015/2016	0.54
2016/2017	0.38

- 15. With the Bank of England's decision to reduce the base interest rate to 0.25% on 4 August 2016, this has resulted in very low rates available throughout most of the year.
- 16. All cash held by the council is aggregated for the purpose of treasury management and daily surpluses are invested temporarily until required to meet daily outgoings. Such monies include funds held on behalf of schools and the Office of the Police and Crime Commissioner for Surrey. Pension Fund balances are held in a separate bank account.

17. Over 250 schools (at 31 March 2017) have their cash balances incorporated within the council's balances, earning interest on an agreed basis. Under this arrangement, these schools receive interest on their balances at a rate of 0.50% below base rate.
18. In 2016/17, the council applied the average return of its whole investment portfolio to all of the funds that were held on behalf of the Office of the Police and Crime Commissioner for Surrey (as per the current service level agreement).
19. Money brokers are used to facilitate investment dealing and loans are only made to institutions that meet the council's approved counterparty criteria. In addition to dealing through brokers, short-term investments are also made by dealing direct with some approved institutions, including banks, building societies and money market funds.
20. Due to frequent action on the part of credit ratings agencies, the council's credit rating criteria, investment limits and resultant counterparty list have been under continual scrutiny. The counterparty criteria set out for the period 1 April 2016 to 31 March 2017, which was affirmed at the County Council meeting of 9 February 2016, is shown in Annex 2, with investment limits effective during that period.
21. During 2016/17, the council maintained an investment portfolio with a daily average balance of £79m (£171m in 2015/16) and received an average return of 0.38%. The comparable performance indicator is the average 7-day LIBID rate, which was 0.20% for the period. The council therefore outperformed its benchmark by 0.18%.

Member and Officer Training

22. Officers and members involved in the governance of the council's treasury management function are required to participate in training. Officers are also expected to keep up to date with matters of relevance to the operation of the council's treasury function. Officers continue to keep abreast of developments via the CIPFA Treasury Management Forum as well as through two local authority networks. Arlingclose provides daily, weekly and quarterly newsletters and update meetings are held twice a year. Members were given additional training by Arlingclose in 2016/17.

Treasury Management Advisors

23. The Council uses Arlingclose as its treasury management advisor. The company provides a range of services including:
 - technical support on treasury matters, capital finance issues and reports;
 - economic and interest rate analysis;
 - debt services, which includes advice on the timing of borrowing;
 - debt rescheduling advice surrounding the existing portfolio;
 - generic investment advice on interest rates, timing, and investment instruments;
 - credit ratings/market information service comprising the three credit rating agencies.

Risk

24. A development in the revised CIPFA Code on Treasury Management, which is intended to improve the reporting of treasury management activities, is the consideration, approval and reporting on security and liquidity benchmarks. Yield benchmarks are already widely

used to assess investment performance, while discrete security and liquidity benchmarks are new reporting requirements.

Security: The Council analyses the investment portfolio at year end against historic default rates to estimate the maximum exposure to default as shown in Table 11 below:

Liquidity: The Council currently restricts termed deposits to less than one year, and ensures the minimum level of cash available each day stands above zero. This provides a safety margin to help ensure the Council does not need to borrow to fund treasury activity.

Yield: The Council currently reports the overall return in interest against the 7-Day LIBID rate. The overall return in 2016/17 on deposits was 0.38%, compared with the benchmark of 0.20%, a margin of 0.18%.

Table 11: Benchmarking Deposits against Default Rates at 31 March 2017

Deposits with banks and financial institutions	Amount	Historical experience of default	Estimated exposure to default
	£000		£000
	(a)	(b)	(a x b)
AAA rated counterparties	18,667	0.00%	-
AA rated counterparties	-	0.02%	-
A rated counterparties	3,135	0.09%	2.8
Local authorities	-		-
Total	21,802		2.8

Regulatory Framework, Risk and Performance

25. The council’s treasury management activities are regulated by statute. The DCLG has also issued investment guidance to regulate the Council’s investment activities.
 - The Local Government Act 2003 (the Act), which provides the powers to borrow and invest as well as providing controls and limits on this activity. The Act permits the Secretary of State to set limits either on the council or nationally on all local authorities, restricting the amount of borrowing which may be undertaken (no restrictions were made in 2015/16);
 - Statutory Instrument (SI) 3146 2003, as amended, specifies the controls and powers within the Act. The SI requires the council to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities. The SI also requires the council to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the Public Services;
 - Under section 238(2) Local Government and Public Involvement in Health Act 2007, the Secretary of State has taken powers to issue guidance on accounting practices.

26. The council has complied with all of the above relevant statutory and regulatory requirements, which require the council to identify and, where possible, quantify the levels of risk associated with its treasury management activities. The adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management ensures that capital expenditure is prudent, affordable and sustainable, and treasury practices demonstrate a low risk approach.
27. The council is aware of the risks of passive management of the treasury portfolio and, with the support of the council's advisors, has proactively managed the debt and investments. The council has utilised historically low borrowing costs and has complied with its internal and external procedural requirements. There is little risk of volatility of costs in the current debt portfolio, as it consists of predominantly fixed long-term loans, with the capacity for repayment of any shorter dated debt. Shorter term interest rates and likely future movements in these rates predominantly determine the council's investment return. These returns can be volatile and, whilst the risk of loss of principal is minimised through the annual investment strategy, accurately forecasting future returns can be difficult.

Risk Register

28. A risk register for the Treasury Management operation is shown in Annex 3.
29. The Committee is invited to comment on the register and propose amendments as appropriate.

IMPLICATIONS:

- A) Financial
There are no direct financial implications.
- B) Equalities
There are no direct equality implications.
- C) Risk management and value for money
See paragraphs 25 to 29.

WHAT HAPPENS NEXT:

- i. The Pension Fund & Treasury Team will monitor the UK and overseas banking sector and will continue to update this Committee as appropriate.
- ii. In line with the requirements of CIPFA's Code of Practice for Treasury Management, this committee will receive a half year report on the council's treasury management position in December 2017, and a full-year report for 2017/18 at the meeting in July 2017.
- iii. The Pension Fund & Treasury Team will prepare the annual Treasury Management Strategy, which will be presented as part of the MTFP to Council in February 2018.

REPORT AUTHOR:

Phil Triggs, Strategic Finance Manager (Pension Fund & Treasury)
Emma Webster, Senior Finance Officer

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Emma Webster 020 8541 9224 – emma.webster@surreycc.gov.uk

Sources/background papers:

Capital Budget and Treasury Management Strategy 2016/17

Prudential Indicators and Treasury Management Strategy 2016/17

CIPFA Code of Practice for Treasury Management in the Public Services (Revised)

CIPFA Treasury Management Benchmarking Club Report 2016/17

Table 12: Summary of Prudential Indicators for 2016/17

Prudential Indicator	Maximum Position 2016/17 £000	Limit 2016/17 £000
Maximum net borrowing incurred against the Capital Financing Requirement (CFR)	526,935	1,084,008
Maximum gross borrowing incurred against the Authorised Limit	568,306	928,164
Maximum gross borrowing incurred against the Operational Boundary	568,306	676,923
Ratio of financing costs to net revenue stream	1.15%	N/A
Limits on fixed interest rates	100%	100%
Limits on variable interest	0%	0%
Maturity structure of fixed rate borrowing (<i>maximum position during the year</i>)		
Under 12 months	30.1%	0% - 50%
12 months to 2 years	0%	0% - 50%
2 years to 5 years	0%	0% - 50%
5 years to 10 years	1.68%	0% - 75%
10 years and above	68.22%	25% - 100%
Maximum principal funds invested for more than 365 days	0%	35% of value of investments held

In addition to the above the council is required as a Prudential Indicator to:

- i) Adopt the CIPFA Code of Practice.
- ii) Ensure that over the medium term borrowing will only be for a capital purpose (i.e. net external borrowing is less than the CFR).

Table 13: Effective counterparty limits 1 April 2016 to 31 March 2017

Type	Fitch		Moody's		S&P		Maximum Value	Maximum Term
	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term		
Bank/Building Society (Unsecured)	F1	A-	P-1	A3	A1	A-	£20m	100 days
Bank/Building Society (Unsecured)	F1	A	P-1	A	A1	A	£20m	6 months
Bank/Building Society (Unsecured)	F1+	AA-	P-1	Aa3	A1+	AA-	£20m	13 months
Corporate Bonds	A-		A3		A-		£20m	2 years
Bank/Building Society (Secured) Covered Bonds	AAA		Aaa		AAA		£20m	5 years
Money Market Funds	AAA		Aaa		AAA		£25m	n/a
Enhanced Cash / Bond Funds	AAA / v1		Aaa-bf		AAAf / s1		£20m	n/a
Debt Management Office							Unlimited	2 years
Supranational Institutions							£20m	2 years
Local Authority							£20m	2 years
Pooled Investment Property Funds							£20m	n/a

- i) Deposits are permitted with UK banks that do not comply with the Council's credit rating criteria subject to them being nationalised or part nationalised by the UK government.
- ii) The use of Money Market Funds is restricted to funds with three AAA ratings (from two of the three rating agencies) up to a maximum of £175m (with a maximum of £25m per Money Market Fund).
- iii) £20m (per call account) is made available to invest in an overnight call accounts with Lloyds.

Deposits with foreign banks are permitted, on the condition that they meet our minimum criteria, and that the country in which the bank is domiciled is AAA-rated with any of the three ratings agencies (Fitch, Moody's and Standard and Poor's).

- MMF = Money Market Fund
- DMADF = Debt Management Account Deposit Facility at the Bank of England
- ST = Short-Term
- LT = Long-Term

F1 Indicates the strongest capacity for timely payment of financial commitments; an added "+" denotes any exceptionally strong credit feature.

P-1 Indicates superior credit quality and a very strong capacity for timely payment of short-term deposit obligations. No enhanced rating available.

A-1 Indicates a strong capacity to meet financial commitments; an added "+" denotes a capacity to meet financial commitments as extremely strong.

GLOSSARY

MMF = Money Market Fund; DMADF = Debt Management Account Deposit Facility at the Bank of England; BS = Building Society. ST = Short-Term; LT = Long-Term; Ind = Individual rating; Sup = Support rating; FSR = Financial Strength Rating.

- F1 Indicates the strongest capacity for timely payment of financial commitments; an added “+” denotes any exceptionally strong credit feature.
- P-1 Indicates superior credit quality and a very strong capacity for timely payment of short-term deposit obligations. No enhanced rating available.
- A- Indicates a strong capacity to meet financial commitments; an added “+” denotes a capacity to meet financial commitments as extremely strong.

Risk Group	Risk Ref.	Risk Description	Impact			Likelihood	Total risk score	Mitigation actions
			Financial	Reputation	Total			
Financial	1	Britain Withdraws from the European Union The UK withdraws from the EU, resulting in the downgrading of the UK Government from its AAA status, volatility in gilt yields, and pressure on Sterling, resulting in possible rises in interest rates.	2	3	5	4	20	Since the Referendum, the UK has been downgraded to AA. However, this has not had any adverse impact on gilt prices, the reverse being true as gilt yields have sunk to historical low points. Sterling has lost ground against all currencies but given the already low level of interest rates, the expectation is that monetary policy will be loosened further in response to the weaker economic outlook, and to support consumer and business sentiment. There is little anticipation of any interest rate rises in the short/medium term.
Financial	2	Interest Rate Risk (Borrowing) The risk that fluctuations in the levels of interest rates (gilt yield) create an unexpected or unbudgeted burden on the organisation's finances, against which the organisation has failed to protect itself adequately.	4	1	5	3	15	As part of the Treasury Management Strategy, the TM function will continually monitor interest rates available to ensure any borrowing is prudent, and at an affordable level.
Operational	3	Financial failure of SCC's main bankers The collapse of the council's main bankers, leading to a total shutdown of services.	4	4	8	1	8	The UK Government has implied by its takeover of both Lloyds TSB and RBS that it will not allow a UK financial institution to fail. The suitability of the council's banker (HSBC) in terms of its security and stability is assessed on a regular basis.
Financial	4	Credit and counterparty risk The risk of failure by a counterparty to meet its contractual obligations to the organisation under an investment, borrowing, capital, project or partnership financing, particularly as a result of the counterparty's diminished creditworthiness, and the resulting detrimental effect on the organisation's capital or revenue resources.	3	4	7	1	7	As part of the Treasury Management Strategy, counterparty criteria has been set at a level to allow only the most financially secure banks and other counterparties within the lending list. Such lists are regularly monitored against updates and advice provided by our Treasury consultant.
Operational	5	Fraud, Error and Corruption This is defined as the risk that an organisation fails to identify the circumstances in which it may be exposed to the risk of loss through fraud, error, corruption or other eventualities in its treasury management dealings and fails to employ suitable systems and procedures and maintain effective contingency management arrangements to these ends.	3	4	7	1	7	Ongoing internal audit advice will ensure that the Council identifies the circumstances which may expose it to the risk of loss through fraud, error, corruption or other eventualities in its treasury management dealings. Advice is also supplied with regard to the use of internal controls and compliance testing as to their effectiveness. Managers will maintain a constant watch over the suitability of its systems and procedures.
Financial	6	Interest Rate Risk (Investments) The risk that fluctuations in the levels of interest rates create an unexpected or unbudgeted burden on the organisation's finances, against which the organisation has failed to protect itself adequately.	2	1	3	2	6	As part of the Treasury Strategy, all investments will be kept with counterparties with a high rating, on a short term basis of one year or less, minimising any interest rate risks.
Financial	7	Too Conservative Strategy The overall treasury management strategy is judged as too prudent and unnecessarily stringent, resulting in investment returns being lower than might have been with a more risky, but ultimately safe, approach.	3	2	5	1	5	Treasury strategies, outturn reports and monitoring reports and scrutinised on a regular basis by the Audit and Governance Committee with recommendations and opinions minuted and actioned.
Operational	8	Legal and Regulatory Risk Defined as the risk that the organisation itself, or a third party with which it is dealing, fails to act in accordance with its legal powers or regulatory requirements, and that the organisation suffers losses accordingly.	1	4	5	1	5	The Treasury Management function will ensure that all of its treasury management activities comply with its statutory powers and regulatory requirements, by receiving relevant updates from CIPFA and from the treasury advisors.
Operational	9	Unauthorised access to offices leads to theft of intellectual property and confidential information	1	4	5	1	5	Ensure all sensitive data is locked away. Challenge any unknown visitors. Use of secure passwords to protect against unauthorised access.
Operational	10	Liquidity Risk The risk that cash will not be available when it is needed, that ineffective management of liquidity creates additional unbudgeted costs, and that the organisation's business/service objectives will be thereby compromised.	2	3	5	1	5	As part of the Treasury Management Strategy, a minimum cash balance of £15m will be maintained. In the event of unforeseen circumstances leading to a negative balance, short term borrowing is widely available from both the money markets and from other local authorities.
Operational	11	HSBC System Failure The partial or complete failure of HSBC's online banking system disallowing access or usage of online payment and bank account information.	2	3	5	1	5	In the event of an online systems failure officers are able to request information or payments to be made through the Council's relationship manager and HSBC corporate team.
Financial	12	Market Risk The risk that, through adverse market fluctuations in the value of the principal sums an organisation borrows and invests, its stated treasury management policies and objectives are compromised, against which effects it has failed to protect itself adequately.	1	1	2	2	4	The Treasury Management Strategy prevents exposure to instruments which can be subject to significant adverse market fluctuations in the capital sum invested.
Financial	13	Refinancing Risk The risk that maturing borrowings, capital, project or partnership financings cannot be refinanced on terms that reflect the provisions made by the organisation for those refinancings, both capital and current (revenue), and/or that the terms are inconsistent with prevailing market conditions at the time.	2	2	4	1	4	As part of the Treasury Management Strategy, restrictions have been set on the proportion of borrowing that is due for refinancing in the short term..

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Audit & Governance Committee
27 July 2017

**Draft Workplan and Information Bulletin for Audit &
Governance Committee 2017/18**

PURPOSE OF REPORT:

For Members to consider and be notified of the draft work programme for 2017/18 and the information bulletin timetable for 2017/18.

INTRODUCTION:

A draft workplan is attached as Annex A. It contains the regular reports that the Committee will receive over the year of 2017. Whilst this workplan is for information, suggestions and comments are welcome.

An information bulletin will be produced quarterly and be distributed to Members as well as be published on the S:net library. The bulletin will also appear on the Committee agenda in order that Members can request a formal report on any of the items if there is an agreement of concern. The next issue is due to be published towards the end of August and will appear on the agenda for the September committee meeting. The timetable is attached as Annex B.

RECOMMENDATION:

The Committee is asked to:

1. To note the draft work programme and make any comments/suggestions on it.
2. To note the Information Bulletin timetable and suggested items on each one.

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Sources/background papers: None

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AUDIT & GOVERNANCE COMMITTEE: WORK PLAN 2017/18

4 December 2017		
EXTERNAL AUDIT UPDATE REPORT		Grant Thornton
2016/17 AUDIT FINDINGS REPORT FOR ALL SCC TRADING COMPANIES – TO INCLUDE ANNUAL ACCOUNTS	Dec 2016 requested that annual accounts also be presented. To include Surrey Choices as well as Halsey Garton & S E Business Services.	Grant Thornton
TREASURY MANAGEMENT HALF YEAR REPORT 2017/18	This report summarises the council’s treasury management activity during the first half of 2017/18.	Strategic Manager (Pensions & Treasury)
INTERNAL AUDIT HALF-YEAR REPORT	This interim report summarises the work of Internal Audit during the first six months of 2017/18.	Chief Internal Auditor
HALF-YEAR IRREGULARITIES REPORT	The purpose of this report is to inform Members about irregularity investigations undertaken by Internal Audit in the first half of this financial year, from 1 April to 30 September 2017. To include information on the council’s counter-fraud strategy and reviewing the strategy against recommended practices eg Managing the Risk of Fraud: Actions to Counter Fraud and Corruption (CIPFA) 2008; and Fighting Fraud Locally: The Local Government Fraud Strategy (National Fraud Authority) 2011.	Lead Auditor
COMPLETED INTERNAL AUDIT REPORTS	The purpose of this report is to inform Members of the Internal Audit reports that have been completed since the last meeting.	Chief Internal Auditor
RISK MANAGEMENT HALF-YEAR REPORT	This half-year risk management report has been produced to enable the committee to consider the risk management activity from April 2017 to date. To include the Leadership Risk Register.	Risk & Governance Manager
GOVERNANCE UPDATE REPORT	The purpose of this report is to provide a half year update on the 2016/17 areas of focus outlined in the 2017/18 Annual Governance Statement.	Risk & Governance Manager

February 2018		
EXTERNAL AUDIT – AUDIT PLAN	The Council's external auditors are presenting their Audit Plan for the year 2017/18 in respect of Surrey County Council and for the Surrey Pension Fund.	Audit Manager/Engagement Lead (Grant Thornton)
NATIONAL FINANCIAL RESILIENCE REPORT		Assistant Manager – Assurance (Grant Thornton)
LEADERSHIP RISK REGISTER	The purpose of this report is to present the latest Leadership risk register and update the committee on any changes made since the last meeting.	Risk & Governance Manager
COMPLETED INTERNAL AUDIT REPORTS	The purpose of this report is to inform Members of the Internal Audit reports that have been completed since the last meeting.	Chief Internal Auditor
STATUTORY RESPONSIBILITIES NETWORK		Chief Executive
ANNUAL REPORT OF THE AUDIT & GOVERNANCE COMMITTEE	For Members to consider and comment on the annual report of the Audit & Governance Committee.	Chairman, Audit & Governance Committee
TREASURY STRATEGY		Strategic Manager Pensions & Treasury

March 2018		
INTERNAL AUDIT PLAN	The purpose of this report is to present the Annual Internal Audit Plan for 2018/19 to the Committee.	Audit Performance Manager -Simon White
EFFECTIVENESS REVIEW OF THE SYSTEM OF INTERNAL AUDIT	This report summarises the work undertaken by the Audit and Governance Committee to evaluate the effectiveness of the system of internal audit.	Chief Internal Auditor
LEADERSHIP RISK REGISTER	The purpose of this report is to present the latest Leadership risk register and update the committee on any changes made since the last meeting.	Risk & Governance Manager
COMPLETED INTERNAL AUDIT REPORTS	The purpose of this report is to inform Members of the Internal Audit reports that have been completed since the last meeting.	Audit Performance Manager - Simon White

June 2018		
COMPLETED INTERNAL AUDIT REPORTS	The purpose of this report is to inform Members of the Internal Audit reports that have been completed since the last meeting.	Chief Internal Auditor
ANNUAL INTERNAL AUDIT REPORT	This report summarises the work of Internal Audit for the period 1 April 2017 to 31 March 2018, identifying the main themes arising from the audit reviews and the implications for the County Council.	Chief Internal Auditor
ANNUAL RISK MANAGEMENT REPORT	This report enables the committee to meet its responsibilities for monitoring the development and operation of the council's risk management arrangements. To include Leadership Risk Register.	Risk & Governance Manager
CODE OF CORPORATE GOVERNANCE	The purpose of this report is to provide the Committee with an update on the changes made to the Code of Corporate Governance.	Risk & Governance Manager
ANNUAL GOVERNANCE STATEMENT	This report presents the Annual Governance Statement, which provides an assessment of the council's governance arrangements for the financial year ending 31 March 2018.	Risk & Governance Manager David Hodge/David McNulty to present
FULL YEAR SUMMARY OF INTERNAL AUDIT IRREGULARITY AND SPECIAL INVESTIGATIONS	The purpose of this report is to inform members of the Audit and Governance Committee about irregularity investigations undertaken by Internal Audit in the period from 1 April 2017 to 31 March 2018.	Reem Burton

July 2018		
2017/18 SURREY COUNTY COUNCIL ACCOUNTS AND EXTERNAL AUDIT'S AUDIT FINDINGS REPORT	The purpose of this report is to receive the Council's Statement of Accounts, as well as to inform the Committee of the result of the external audit of the council's 2017/18 Statement of Accounts, to receive the external auditor's Audit Findings Report and to approve the council's letter of representation from the Chief Finance Officer and Deputy Director for Business Services.	Finance Manager – Assets, Investment and Accounting Audit Manager/Engagement Lead (Grant Thornton)
SURREY PENSION FUND LOCAL GOVERNMENT PENSION SCHEME ACCOUNTS 2017/18 AND EXTERNAL AUDIT'S AUDIT FINDINGS REPORT	Grant Thornton as the Council's external auditors has completed their audit and the Pension Fund financial statements are being presented to this Committee to be approved prior to publication.	Strategic Manager (Pensions & Treasury) Audit Manager/Engagement Lead (Grant Thornton)
ANNUAL REPORT OF SURREY COUNTY COUNCIL	To consider the Annual Report for the authority and endorse it for publication.	Senior Principal Accountant – Management Accounting Invite CEX and Leader to introduce.
TREASURY MANAGEMENT ANNUAL REPORT	This report summarises the council's treasury management activity during 2017/18. The report will include the latest risk register for Treasury Management.	Strategic Manager (Pensions & Treasury)

September 2018		
EXTERNAL AUDIT: ANNUAL AUDIT LETTER	The Council's external auditors present their Annual Audit Letter for 2017/18.	Audit Manager/Engagement Lead (Grant Thornton)
EXTERNAL AUDIT PERFORMANCE	To report back on performance against KPIs agreed in December 2017.	Audit Manager/Engagement Lead (Grant Thornton)
LEADERSHIP RISK REGISTER	The purpose of this report is to present the latest Leadership risk register and update the committee on any changes made since the last meeting.	Risk & Governance Manager
COMPLETED INTERNAL AUDIT REPORTS	The purpose of this report is to inform Members of the Internal Audit reports that have been completed since the last meeting.	Chief Internal Auditor
COUNCIL COMPLAINTS	To receive a report on the operation of the Council's complaints procedures.	Mark Irons, Dilip Agarwal, Jessica Brooke, Jo Diggins

The items below are suggested for inclusion in the Committee Bulletin in the first instance and a report requested to Committee if required:

- Whistleblowing Update
- Babcock 4s Annual report
- Gift and Hospitality annual update
- Ethical Standards Annual review
- Statutory Responsibilities Network

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Bulletin Timetable 2017-18

Call for items	Deadline for items -10am	Chairman sign-off	Bulletin Dispatch	Committee meeting	Items from agenda
Mid July	11 August	14-18 August	21 August	25 September 2017	<ul style="list-style-type: none"> • Stat. Resp. Network • Gifts & hospitality • Whistleblowing
Mid Oct	10 November	13-17 November	20 November	4 December 2017	<ul style="list-style-type: none"> • Ethical Standards • Babcock 4S Ltd Director's Report and Financial Statements for the Year Ended March 2017
			February	March 2018	<ul style="list-style-type: none"> • Stat. Resp. Network
			May	June 2018	<ul style="list-style-type: none"> • Gifts & hospitality

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