

COMPANY NO: 4152545

THE OXFORDSHIRE CARE PARTNERSHIP

Annual Report and Financial Statements

12 Month Period Ended 31 March 2008

Charity No: 1087554

Company No: 4152545

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Report of the Trustees for the 12 month period ended 31 March 2008

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the 12 month period ended 31 March 2008. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005 in preparing the annual report and financial statements of the charity.

Reference and Administrative Details

Director/Trustees	Christopher Long (Orders of St John Care Trust) (Chairman) Donald Wood (Orders of St John Care Trust) Nigel Reed (Orders of St John Care Trust) Roger Whitbread (bpha) John Norman (bpha) John Cross (bpha) Cllr James Couchman (Oxfordshire County Council Representative)
Secretary	Michael Hartley (bpha)
Registered Office	Pilgrims House Horne Lane Bedford Bedfordshire MK40 1NY
Auditors	Grant Thornton UK LLP Chartered Accountants Bryanston Court Selden Hill Hemel Hempstead HP2 4TN
Bankers	Barclays Bank Plc Midland Corporate Banking P.O. Box 3333 15 Colmore Road Birmingham B32 4TN
Solicitors	Projects Partnership Ltd Linton House 164-180 Union Street London SE1 0LH

Report of the Trustees for the 12 month period ended 31 March 2008 (continued)

Structure, Governance and Management

The charity is a charitable company limited by guarantee (registered company number 4152545, registered charity number 1087554) and was established on 1 February 2001. It is governed by a memorandum and articles of association which were last amended on 8 June 2001.

Organisation

A board of Trustees, who meet up to 4 times per year, administers the charity. The Orders of St John Care Trust are appointed by the Trustees to manage the day-to-day operations of the charity under a management contract dated 21 December 2001. Each member has the power to appoint up to 4 Trustees to the Board and the Board is able to appoint up to 2 independent Trustees. At present each member has appointed 3 Trustees and the Board has appointed 1 independent Trustee. The Board considers the requirements for the induction and training of Trustees and makes recommendations as appropriate.

Investment Powers

Under the memorandum and articles of association, the charity has the power to make any investments which the Trustees see fit.

Related Parties

The Oxfordshire Care Partnership (OCP) is a charitable care trust established in 2001 by The Orders of St John Care Trust (OSJCT), a leading national provider of care service for older people and bpha, a major regional registered social landlord, to take transfer of operational care homes for older people from Oxfordshire County Council (OCC). The transfer of the 19 care homes was completed in December 2001. Central to the contract with OCC is the obligation on OCP to replace 10 existing homes, in which the physical standards of the accommodation fall short of agreed requirements, with 8 larger new build homes developed to the most modern standards.

OCP wholly subcontracts the care of residents in the care homes to OSJCT. OSJCT is the registered operator of the care homes and employs the staff working in the homes and at a support level in the county office. Similarly, OCP subcontracts the development and capital funding of the new care homes to bpha.

The existing care homes and County Council controlled development sites are leased from OCC to OCP on 60 year leases. The development sites are underlet by OCP to bpha with a contractual commitment to develop and fund the new care homes – on satisfactory completion. The new homes are leased back to OCP for operation by OSJCT.

Objectives and Public Benefit

The Charity's objectives are to carry out in the County of Oxfordshire the following activities: -

- To provide care to elderly people through care homes specialising in residential, mental health and nursing care, together with intermediate and day care;
- To provide housing, accommodation and assistance to help house people who are elderly or disabled and associated facilities and amenities for such people or for the relief of the aged, disabled, handicapped (whether physically or mentally) or chronically sick people and provision of care in the community and in hospitals and at home; and
- To further such general charitable objects as the Trustees may determine.

The Trustees have reviewed the Charity Commission draft guidance on Public Benefit and Fee-charging and consider that the Trust objectives are for the public benefit. The main reasons are:-

- Over 65% of our service users are fully or partially subsidised by Local Authorities.
- Surpluses are reinvested in subsidising improved services or accommodation for our service users.
- Other services are provided at either low or no cost to certain service users.
- Our services are available to any eligible person.

Report of the Trustees for the 12 month period ended 31 March 2008 (continued)

Activities and Performance

Following the transfer of care homes in December 2001, the Oxfordshire Care Partnership commenced the development of the first new care home, Westgate House in Wallingford, on site in July 2002. Westgate House provides 60 registered care beds, of which 20 are for nursing care, and a 35 place day centre and was completed in June 2003 7 weeks ahead of programme and on budget.

The second home in the development programme, The Meadows in Didcot, was completed in September 2004, it provides 68 registered care beds, of which 37 are for nursing care, a 32 place day centre and 13 units of staff accommodation.

The third home in the programme, Madley Park House in Witney provides 60 registered care beds and was completed in March 2005.

A new 46 bed care home in Woodstock, Spencer Court was completed in March 2006.

An 80 bed care home and 20 extra care apartments in Oxford, the Isis Care and Retirement Centre, started on site in September 2005. Completion of the care home was in December 2006 with the extra care apartments completed in March 2007.

The replacement of Meadowcroft care home in Thame with a new 71 bed care home to be built in two phases commenced in July 2007 with the first phase being completed in early July 2008. The second phase, containing 31 beds is expected in April 2009.

The replacement Bicester care home has now received detailed planning approval. Construction is scheduled to commence in March 2009.

The new Care Home and Primary Care Facility at Chipping Norton has now been approved by the PCT and a business case is to be submitted to the South Central Health Authority for Approval. Detailed planning approval has been received and construction is expected to commence in December 2008.

The replacement Banbury care home and extra care housing scheme is currently being developed with an anticipated planning application being made in October 2008. Should the application prove successful construction should commence in April 2009.

The Trustees are pleased with the progress of the development programme to date and believe that the future projects outlined above will be delivered in line with the programme.

The Oxfordshire Care Partnership is currently in preliminary discussions with Oxfordshire County Council regarding the redevelopment of the 8 homes that remain unaffected by the original redevelopment programme. The County Council has indicated that the provision of care to be provided in this second wave of developments is to comprise mainly of extra care housing in a variety of tenure options with some specialist dementia and intermediate care centres.

With regards to financial performance, the surplus for the year is £0.8m (2006/7 a surplus of £0.3k). This result is in line with expectations.

Financial Review

Reserves policy and risk management

The charity is currently building a reserve. The Trustees will be considering and agreeing the appropriate level of free reserves to be built up in OCP, any surplus above this will be available for reinvestments in services for older people in Oxfordshire in line with the Charity's objectives.

The Trustees have implemented a risk management strategy which comprises: -

- The preparation and maintenance of a risk document identifying the risks the charity may face
- An annual review of those identified risks
- Establishment of systems to mitigate the identified risks

Report of the Trustees for the 12 month period ended 31 March 2008 (continued)

The principal risks to which the Charity may be subject, and which are managed via the risk document, are:

- Operational Risks (e.g. changes in the employment market)
- Financial Risks (e.g. short term fluctuations in occupancy or exceptional costs)
- Environmental/External Risks (e.g. demographic changes)
- Legal and Compliance Risks (e.g. changes in legislation)
- Governance and Management Risks (e.g. shortage of relevant skills).

The basic strategies that are applied to manage risk are:

- Transferring the whole or part of the financial consequences to third parties (e.g. insurance)
- Avoiding the activity giving rise to the risk
- Management or mitigation of risk
- Accepting the level of risk.

Funding Sources and Expenditure

The principal funding source is fees for residential care from OCC, expenditure is all related to providing this care.

Trustee's responsibilities in relation to the financial statements

Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the period. In preparing those financial statements, the Trustees are required to:

- selected suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for ensuring that the charity maintains proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

At the date of making this report each of the company's directors, as set out on page 3, confirm the following:

- so far as each director is aware, there is no relevant information needed by the company's auditors in connection with preparing their report of which the company's auditors are unaware, and
- each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant information needed by the company's auditors in connection with preparing their report and to establish that the company's auditors are aware of that information.

Auditors

A resolution to reappoint Grant Thornton UK LLP as auditors of the charity will be proposed at the forthcoming Annual General Meeting.

This report was approved by the Board on 13/11/08



Christopher Long
Chairman

Report of the Independent Auditor to the Members of the Oxfordshire Care Partnership

We have audited the financial statements of Oxfordshire Care Partnership for the year ended 31 March 2008, which comprise the principal accounting policies, the statement of financial activities the balance sheet, the cash flow statement and notes 1 to 10. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The responsibilities of the trustees (who are also the directors of Oxfordshire Care Partnership for the purposes of company law) for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, whether they are properly prepared in accordance with the Companies Act 1985 and whether the information given in the Trustees' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read the Trustees' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2008 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Report is consistent with the financial statements for the year ended 31 March 2008.

Grant Thornton UK LLP

GRANT THORNTON UK LLP
REGISTERED AUDITORS and CHARTERED ACCOUNTANTS
Hemel Hempstead

28 November 2008

Statement of Financial Activities (incorporating an Income and Expenditure Account) for the 12 month period ended 31 March 2008

	Notes	31 March 2008 £'000	31 March 2007 £'000
Incoming resources			
Operating activities in furtherance of the Charity's objects:			
Fees for residential care	2	15,145	15,365
Investment income:			
Interest receivable		188	121
Total Incoming resources		15,333	15,486
Resources expended			
Charitable expenditure:			
Costs of activities in furtherance of the Charity's objects:			
Residential care costs		9,927	10,642
Support costs		3,764	3,307
Management and administration		886	971
Governance costs		6	3
Extra Care Housing grant		-	250
Total resources expended	3	14,583	15,173
Net incoming resources		750	313
Total funds brought forward at 1 April 2007		2,532	2,219
Total funds carried forward at 31 March 2008		3,282	2,532

All of the above results are derived from continuing activities

All gains and losses recognised in the year are included above.

Balance Sheet as at 31 March 2008

	Notes	2008 £'000	2007 £'000
Current assets			
Debtors	5	43	13
Short term deposits		4,386	3,545
Cash at bank and in hand		-	-
		<u>4,429</u>	<u>3,558</u>
Current liabilities			
Creditors: amounts falling due within one year	6	1,147	1,026
Net current assets		<u>3,282</u>	<u>2,532</u>
Total assets less current liabilities		<u>3,282</u>	<u>2,532</u>
Net assets		<u>3,282</u>	<u>2,532</u>
Funds:			
Unrestricted funds:			
General funds		3,282	2,532
Total funds	8	<u>3,282</u>	<u>2,532</u>

The financial statements on pages 8 to 16 were approved by the Trustees on 13/11/08 and signed on their behalf by:



Chairman



Trustee

Cash flow Statement for the 12 month period ending 31 March 2008

	Note	31 March 2008 £'000	31 March 2007 £'000
Net cash inflow from operating activities	9	669	135
Returns on investments and servicing of finance	9	172	109
Increase in cash in the year		841	244

Reconciliation of net cash flow to movement in net funds/debt

	31 March 2008 £'000	31 March 2007 £'000
Increase in cash in the period	841	244
Net funds at 1 April 2007	3,545	3,301
Net funds at 31 March 2008	4,386	3,545

Notes forming part of the financial statements for the period ending 31 March 2008

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards, and with the 2005 Charities Statement of Recommended Practice (SORP).

The Charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the charity's activities. No separate Statement of Financial Activities (SOFA) has been presented for the charity alone as permitted by Section 230 of the Companies Act 1985 and paragraph 424 of the SORP.

b) Company status

The charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

c) Fund accounting

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

Investment income and gains are allocated to the appropriate fund.

d) Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

e) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they are allocated to activities on a basis consistent with use of the resources.

Residential care costs are contractual payments to The Order of St John Care Trust in relation to the operation of the care homes.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include rent and planned maintenance.

Management and administration costs are incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

f) Operating leases

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

g) Grants

Non-refundable grants made in furtherance of the objects of the charity are treated as revenue expenditure when incurred.

**Notes forming part of the financial statements for the period ending 31 March 2008
(continued)**

2. Fees for residential care

The fees for residential care are received from the Oxfordshire County Council

3. Total resources expended

	2008 £'000	2007 £'000
Contractual payments to OSJCT	9,927	10,642
Operating lease rentals – land & buildings	3,190	2,777
Planned maintenance	574	530
Management fees	700	667
Interest payable	16	12
Other	176	295
Extra Care Housing grant	-	250
Total resources expended	14,583	15,173

Other costs include:

Auditors' remuneration

Audit fee	6	3
Accountancy, taxation and other services	-	26

The extra care housing grant in 2006/7 is a non-refundable grant to bpha, to help fund the construction of an Extra Care Development (to house elderly or disabled people) at the Isis Care & Retirement Centre in Oxford. This development is in line with the objects of the Oxfordshire Care Partnership outlined in the Report of the Trustees.

4. Trustees' remuneration

The Trustees neither received nor waived any emoluments during the year.

No out of pocket expenses were reimbursed to Trustees.

**Notes forming part of the financial statements for the period ending 31 March 2008
(continued)**

5. Debtors

	2008 £'000	2007 £'000
Trade Debtors		
Amounts due from related undertakings	38	-
Prepayments	5	13
	43	13

6. Creditors: amounts falling due within one year

	2008 £'000	2007 £'000
Trade Creditors	104	72
Accruals	823	742
Amounts due to related undertakings	220	212
	1,147	1,026

7. Financial commitments

At 31 March 2008 the company has annual commitments under non-cancellable operating leases at follows:

	2008 Land and Buildings £'000	2007 Land and Buildings £'000
Expiring: Over five years	3,255	3,130

**Notes forming part of the financial statements for the period ending 31 March 2008
(continued)**

8. Analysis of net assets between funds

	2008	2007
	Total General	Total General
	Funds	Funds
	£'000	£'000
Funds balances		
Are represented by:		
Current assets	4,429	3,558
Current liabilities	(1,147)	(1,026)
Total net assets	3,282	2,532

9. Cash flow information

(a) Reconciliation of changes in resources to net inflow from operating activities

	2008	2007
	£'000	£'000
Net incoming resources	750	313
Change in debtors	(30)	-
Change in creditors	121	(69)
Interest received	(188)	(121)
Interest paid	16	12
Net cash inflow from operating activities	669	135

Returns on Investment

	188	121
Interest received	(16)	(12)
Interest paid	172	109

**Notes forming part of the financial statements for the period ending 31 March 2008
(continued)****(b) Analysis of net funds/debt**

	2008	2007
	£'000	£'000
Cash at bank and in hand	-	-
Treasury and other Deposits	4,386	3,545
	4,386	3,545

10. Related Party Transactions**bpha**

The income and expenditure account includes the following transactions between the Partnership and bpha, which is one of two equal members in the company: -

	2008	2007
	£'000	£'000
Expenditure: -		
Property lease rentals	2,264	2,036
Management fee	35	34
Planned maintenance	574	530
Interest on loan	7	6
Partner risk reward	57	56
Extra Care Housing grant	-	250
	2,937	2,912

The amounts due to or from bpha at the year-end are: -

	2008	2007
	£'000	£'000
Receivable: -		
Trade Debtor	-	-
	-	-
Payable: -		
Short-term loan	100	100
Property Lease rentals payable	-	-
Interest on loan payable	7	6
	107	106

**Notes forming part of the financial statements for the period ending 31 March 2008
(continued)****10. Related Party Transactions (continued)****The Orders of St John Care Trust**

The income and expenditure account includes the following transactions between the Partnership and OSJCT, which is one of the two equal members in the company:

	2008 £'000	2007 £'000
Expenditure:		
Management fees	347	321
Care services costs	9,927	10,642
Central office salary recharges	69	64
Other related Costs	13	12
Professional Fees	-	-
Interest on loan	7	6
Partner risk reward	261	256
	10,624	11,301

The amounts due to or from OSJCT at the year-end are:

	2008 £'000	2007 £'000
Receivable:		
Trade debtor	38	-
	38	-
Payable:		
Short-term loan	100	100
Professional Fees	-	-
Interest on loan payable	13	6
Central office salary recharge	-	-
	113	106