



# Annual Statement of Accounts 2013 - 2014

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# EXPLANATORY FOREWORD

## 1 Introduction

The following pages summarise the financial activities of North West Leicestershire District Council for 2013/14

The Council's Accounts have been produced in accordance with the Code of Practice on Local Authority Accounting 2013/14 and the service reporting code of practice 2013/14, supported by the International Financial Reporting Standards (IFRS). Explanatory notes to the accounts have been included to give further information where appropriate. The layout of the accounts follows the recommendations of the Code.

For 2013/14 the accounts consist of these 'core' Financial Statements:

- Comprehensive Income & Expenditure Account which shows income and expenditure of all main services. This also includes the Statement of Total Recognised Gains & Losses which shows all gains and losses of the Council for the year and the aggregate change in its net worth.
- The Balance Sheet which sets out the overall financial position of the council at 31 March 2014 showing its assets, liabilities and reserves.
- Cash Flow Statement which summarises the movements of cash and cash equivalents into and out of the Council arising from transactions with third parties.
- Movement In Reserves Statement which shows the movement in the year on the different reserves held by the Council analysed into 'usable' reserves (ie those that can be applied to fund expenditure or reduce local taxation) and unusable reserves (ie those that cannot be used to fund expenditure).
- Notes to the Core Financial statements which provide explanations of key figures within the statement.

Other financial statements:

- The Housing Revenue Account (HRA) Income & Expenditure Account and Statement of Movement on the HRA balance – details income and expenditure on HRA services included in the whole Council Income & Expenditure Account and the latter reconciles the surplus for the year to the movement on the HRA balance.
- The Collection Fund Income and Expenditure Account – this fulfils the Council's statutory requirement as a billing authority to maintain a separate Collection Fund showing transactions for Council Tax and Non-domestic Rates and how these have been distributed to precepting authorities and the General Fund.
- The Special Expenses Account – showing income and expenditure in those areas of the district where special expenses are levied.

## 2 Changes to the Statement of Accounts introduced in the 2013 Code

The 2013 Code has introduced some change, mainly relating to accounting of business rates retention and Post-employment benefits. The Council has prepared its Statement of Accounts based on International Financial Reporting Standards (IFRS).

### 3 Financial Summary 2013/14

#### a) Revenue – General Fund

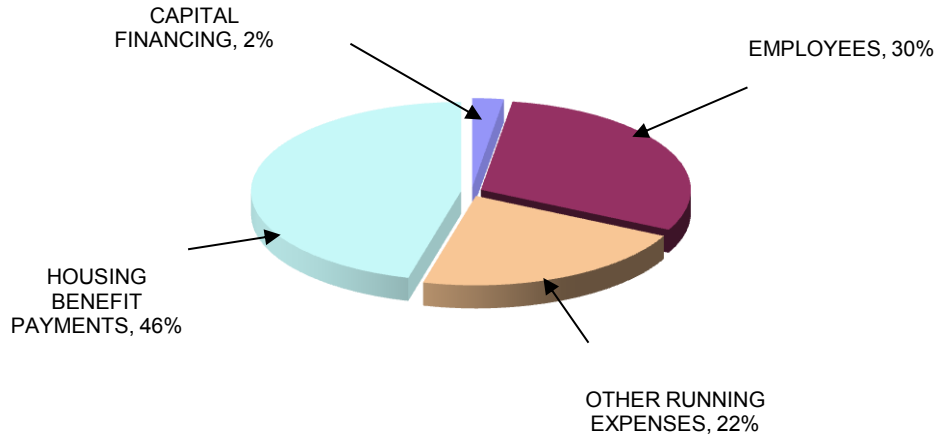
The General Fund summarises expenditure on the Council's main services which are paid for, in part by Council Tax. A summary of General Fund spending is set out below.

	<b>Original Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>District</b>	£000's	£000's	£000's
Net Expenditure on Services	<b>10,433</b>	<b>8,718</b>	<b>(1,715)</b>
<u>Funded by:-</u>			
Collection Fund Precept	4,526	4,525	(1)
Government Grants: RSG	3,056	3,096	40
NNDR	1,943	2,147	204
Council Tax Freeze Grant	56	56	0
New Homes Bonus	923	941	18
Other Grants	20	40	20
	<b>10,524</b>	<b>10,805</b>	<b>281</b>
Balance for year - added to/(taken from) General Fund Reserves	0	2,087	<b>2,087</b>
Underspends /Transferred to Value for Money Reserve	92	92	<b>0</b>
Balance brought forward	1,046	1,046	0
<b>Balance carried forward</b>	<b>1,046</b>	<b>3,133</b>	<b>2,087</b>
<b>Specials</b>			
Net Expenditure on Services	<b>674</b>	<b>635</b>	<b>(39)</b>
<u>Funded by:-</u>			
Special Expenses Precept	574	574	<b>0</b>
Government Grants: RSG	60	60	<b>0</b>
NNDR	40	40	<b>0</b>
	<b>674</b>	<b>674</b>	<b>0</b>
Balance for year - added to/(taken from) Special Expenses Reserves	0	39	<b>39</b>
Balance brought forward	82	82	0
<b>Balance carried forward</b>	<b>82</b>	<b>121</b>	<b>39</b>

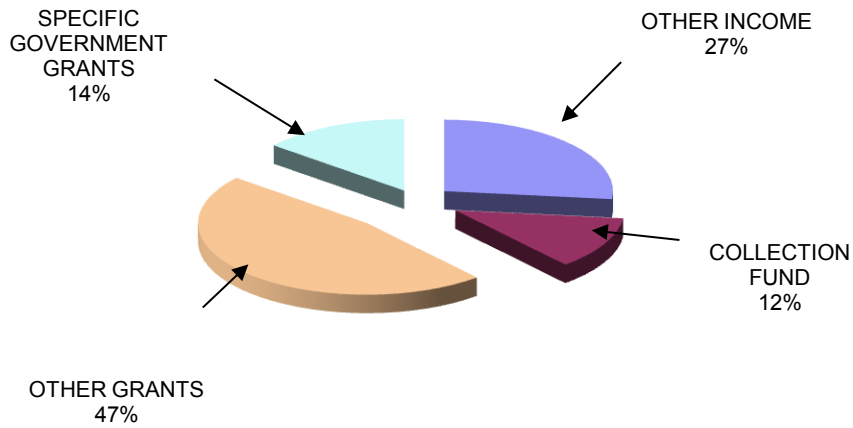
Sound budgetary control allowed the Council to manage spending within available resources and a number of 'earmarked reserves' have been created to carry unspent money forward. These 'earmarked reserves' are shown in the Balance Sheet (see note 5, page 29). Working balances of £3,132,667 (District) and £121,233 (Special Expenses) were also carried forward.

The money is spent on employees (30%), capital financing (2%), housing & council tax benefit payments (46%) and other running expenses (22%). It is paid for by specific government grants (14%), other grants (47%), income from the Collection Fund – business rates and council tax (12%) and income from fees and charges and other contributions (27%). The services provided are Environmental & Regulatory (46%), Cultural and Related Services (26%), Planning Services (-4%), Central Services to the Public (10%), Corporate & Democratic Core (12%), Housing Services (8%), Non-Distributed (2%) and Highways, Transport and Roads (0%). The diagrams on the next page summarise this:

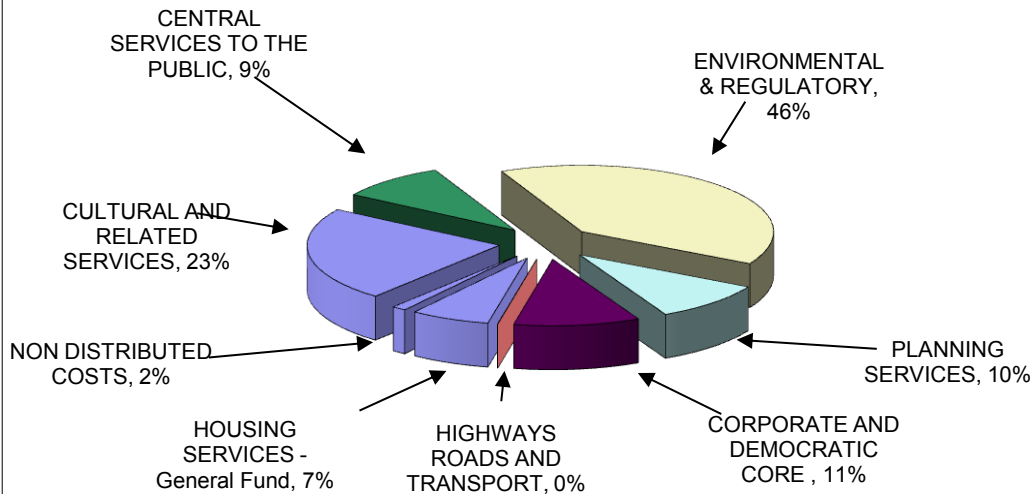
**WHERE THE MONEY IS SPENT  
GENERAL FUND 2013/14**



**WHERE THE MONEY COMES FROM  
GENERAL FUND 2013/14**



**THE SERVICES PROVIDED  
GENERAL FUND 2013/14**



b) Revenue – Housing Revenue Account (HRA)

The Housing Revenue Account summarises income and expenditure relating to the rented housing accommodation provided by the Council. The HRA had an operating surplus of £ 1,509,000. This is summarised below:

	<b>Original Budget</b>	<b>Actual</b>	<b>Variance</b>
	£000's	£000's	£000's
Net Expenditure on Services	12,215	20,434	<b>8,219</b>
Capital Financing - Self Financing Loans	3,257	3,257	<b>0</b>
<b>Total Expenditure</b>	<b>15,472</b>	<b>23,691</b>	<b>8,219</b>
<u>Funded by:-</u>			
Rent Income	16,157	15,859	<b>298</b>
Other	789	9,341	<b>(8,552)</b>
	<b>16,946</b>	<b>25,200</b>	<b>(8,254)</b>
<b>Net Operating Expenditure</b>	<b>(1,474)</b>	<b>(1,509)</b>	<b>(35)</b>
Balance b/f	3,759	3,759	0
Funding of net operating expenditure	1,474	1,509	35
<b>Balance carried forward</b>	<b>5,233</b>	<b>5,268</b>	<b>35</b>

The Government's housing subsidy system ceased on 31st March 2012. The new 'self-financing regime' commenced by the Council taking on debt from the government of nearly £78m financed by loans. The cost of these loans are shown in the table. In return the Council is now able to keep its rental income as there is no payment to the National Housing Subsidy Pool. Other income includes a grant of £8.5m from the Homes and Communities Agency towards the cost of Housing Decent Homes backlog works. This compares to a similar grant of £3.69m received in 2012/13.

c) Capital

The Council spent £15.902m on capital schemes in 2013/14. The main area of spending relates to improvements to Council houses. A summary is set out below:

	£'000	%
<b>HOUSING</b>		
Improvements & Modernisations	14,227	89.5%
Housing Improvement Grants	314	2.0%
<b>OTHER SERVICES</b>		
Parks & Recreation Grounds	73	0.5%
IT & Software	401	2.5%
Transport Account Vehicles	721	4.5%
Leisure Services	130	0.8%
Council Offices - Car Park	36	0.2%
	<b>15,902</b>	<b>100.0%</b>

The capital spending was paid for as follows:

<b>CAPITAL EXPENDITURE</b>	£'000	%
<b>FINANCED:</b>		
Unsupported Borrowing	1,065	6.70
Revenue	417	2.62
Contribution/Other	740	4.65
Grants	8,729	54.89
Major Repairs Allowance (Housing)	4,951	31.14
	<b>15,902</b>	<b>100.00</b>

The Council's capital spending and financing was carried out in accordance with our Treasury Management Policy and Treasury Management Strategy Statement. At 31 March 2014 total external debt was £87,523,112 (excluding accrued interest), which was all long term borrowing. The Council has no money invested in Icelandic Banks.

The Council assets, which were valued at £170,661,000 as at 31 March 2013, were valued at £178,250,267 as at 31 March 2014.

4 a) 2013/14

The under spend in the year was achieved as a result of a determined policy of reducing costs wherever possible combined with:

- Salary Savings
- Reduced call on Contingency
- increased income mainly from planning income

b) The future

- Following the closure of the 2013/14 accounts the council is updating its Medium Term Financial Strategy. The Council continues to be mindful of planned reductions in Revenue Support Grant and its reliance on New Homes Bonus. Projected budget shortfalls will be met using a number of strategies through the planning for the future programme.
- The new Business Rates Retention Scheme which started in 2103/14 presents significant risks and opportunities and will require flexible financial planning in the future. Whilst the council has sound financial plans it continues to be exposed to external economic influences and the impact of the action of its funders and partners

5 **Preparation of Accounts**

I would like to thank all staff who have been involved in the preparation of these accounts in accordance with IFRS, which has been a challenging task. The skill and forbearance they have shown is greatly appreciated.

Ray Bowmer  
Head of Finance and S151 Officer



# **THE STATEMENT OF RESPONSIBILITIES** **FOR THE STATEMENT OF ACCOUNTS**

## **The Authority's Responsibilities**

The Authority 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 Authority, that officer is the Head of Finance.
- to manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- to approve the Statement of Accounts.

## **The Responsibilities of the Head of Finance**

The Section 151 is responsible for the preparation of the Authority's Statement of Accounts in accordance with proper practices as set out in the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom ('the Code of Practice').

In preparing this Statement of Accounts, the Head of Finance has: -

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

The Head of Finance has also: -

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

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

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R Bowmer  
Head of Finance & Section 151 Officer

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Date

# STATEMENT OF ACCOUNTING POLICIES

## 1 GENERAL

The Statement of Accounts summarises the Authority's transactions for the 2013/14 financial year and its position at the year-end of 31 March 2014. The Authority is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2011 which require to be prepared in accordance with proper accounting practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 and the Service Reporting Code of Practice 2013/14, supported by International Financial Reporting Standards (IFRS) and statutory guidance issued under section 12 of the 2003 Act.

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.

## 2 ACCRUALS 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 from the sale of goods is recognised when the Authority transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Authority.

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

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.

## 3 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 investments that mature in specified period, no more than three months or less from the date of acquisition and that are 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 Authority's cash management.

## 4 EXCEPTIONAL ITEMS

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

## **5 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 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.

## **6 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 and salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits (eg cars) for current employees and are recognised as an expense for services in the year in which employees render service to the Authority. An accrual is made for the cost of holiday entitlements (or any form of leave, eg 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 Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement 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 Authority 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 Non Distributed Costs line in the Comprehensive Income and Expenditure Statement when the Authority is demonstrably committed to the termination of the employment of an officer or group of officers or making an offer to encourage voluntary redundancy.

Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund balance to be charged with the amount payable by the Authority 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 Pensions Reserve to remove the notional debits and credits for pension enhancement termination 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.

### Post Employment Benefits

Most employees of the Authority are members of the Local Government Scheme administered by Leicestershire County Council. This Scheme is accounted for as a defined benefits scheme:

The liabilities of the pension fund attributable to the Authority are included in the Balance Sheet on an actuarial basis using the projected unit method – ie 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.

The assets of Leics. County Council pension fund attributable to the Authority 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 seven components:

- current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked;
- past service cost – the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs;
- interest cost – the expected increase in the present value of liabilities during the year as they move one year closer to being paid – debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement;
- expected return on assets – the annual investment return on the fund assets attributable to the Authority, based on an average of the expected long-term return; credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement;
- gains or losses on settlements and curtailments – the result of actions to relieve the Authority of liabilities or events that reduce the expected future service or accrual of benefits of employees – debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs;
- actuarial gains and losses – changes in the net 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 – debited to the Pensions Reserve;
- contributions paid to the Leics County Council pension fund – cash paid as employer’s contributions to the pension fund in settlement of liabilities; not accounted for as an expense. In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Authority to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are appropriations to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year-end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

#### Discretionary Benefits

The Authority also has restricted powers to make discretionary awards of retirement benefits in the event of early retirements. Any liabilities estimated to arise as a result of an award to any member of staff are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme.

## **7 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.

## 8 FINANCIAL INSTRUMENTS

### Financial Liabilities

Financial liabilities are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at their amortised cost. 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 Authority has, this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest); and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Gains and losses on the repurchase or early settlement of borrowing are credited and debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement in the year of repurchase/settlement. However, where repurchase has taken place as part of a restructuring of the loan portfolio that involves the modification or exchange of existing instruments, the premium or discount is respectively deducted from or added to the amortised cost of the new or modified loan and the write-down to the Comprehensive Income and Expenditure Statement is spread over the life of the loan by an adjustment to the effective interest rate.

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact on the General Fund Balance to be spread over future years. The Authority has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it was repaid. The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

### Financial Assets

Financial assets are classified into two types:

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

### Loans and Receivables

Loans and receivables are recognised on the Balance Sheet when the Authority 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 Authority has made, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the asset is written down and a charge made to the relevant service (for receivables specific to that service) or the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The impairment loss is measured as the difference between the carrying amount and the present value of the revised future cash flows discounted at the asset's original effective interest rate.

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

#### Available-for-Sale Assets

Available-for-sale assets are recognised on the Balance Sheet when the Authority becomes a party to the contractual provisions of a financial instrument and are initially measured and carried at fair value. Where the asset has fixed or determinable payments, 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 amortised cost of the asset multiplied by the effective rate of interest for the instrument. Where there are no fixed or determinable payments, income (eg dividends) is credited to the Comprehensive Income and Expenditure Statement when it becomes receivable by the Authority.

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

- instruments with quoted market prices – the market price;
- other instruments with fixed and determinable payments – discounted cash flow analysis;
- equity shares with no quoted market prices – independent appraisal of company valuations.

Changes in fair value are balanced by an entry in the Available-for-Sale Reserve and the gain/ loss is recognised in the Surplus or Deficit on Revaluation of Available-for-Sale Financial Assets. The exception is where impairment losses have been incurred – these are debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement, along with any net gain or loss for the asset accumulated in the year.

#### Available-for-Sale Reserve.

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made (fixed or determinable payments) or fair value falls below cost, the asset is written down and a charge made to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. If the asset has fixed or determinable payments, the impairment loss is measured as the difference between the carrying amount and the present value of the revised future cash flows discounted at the asset's original effective interest rate. Otherwise, the impairment loss is measured as any shortfall of fair value against the acquisition cost of the instrument (net of any principal repayment and amortisation).

Any gains and losses that arise on the derecognition of the asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement, along with any accumulated gains or losses previously recognised in the Available-for-Sale Reserve.

Where fair value cannot be measured reliably, the instrument is carried at cost (less any impairment losses).

## **9 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 Authority when there is reasonable assurance that:

- the Authority will comply with the conditions attached to the payments, and
- the grants or contributions will be received.

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

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

## **10 INTANGIBLE ASSETS**

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

Internally generated assets are capitalised where it is demonstrable that the project is technically feasible and is intended to be completed (with adequate resources being available) and the Authority will be able to generate future economic benefits or deliver service potential by being able to sell or use the asset. Expenditure is capitalised where it can be measured reliably as attributable to the asset and is restricted to that incurred during the development phase (research expenditure cannot be capitalised).

Expenditure on the development of websites is not capitalised if the website is solely or primarily intended to promote or advertise the Authority's goods or services. Intangible assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held by the Authority can be determined by reference to an active market. In practice, no intangible asset held by the Authority meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired – any losses recognised are posted to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

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

## **11 INVENTORIES AND LONG TERM CONTRACTS**

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

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

## **12 INVESTMENT PROPERTY**

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

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

Rentals received in relation to investment properties are credited to the Financing and Investment Income line and result in a gain for the General Fund Balance. However, revaluation and disposal gains and losses are not permitted by statutory arrangements to have an impact on the General Fund Balance. The gains and losses are therefore reversed out of the General Fund Balance in the Movement in Reserves Statement and posted to the Capital Adjustment Account and (for any sale proceeds greater than £10,000) the Capital Receipts Reserve.

## 13 LEASES

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

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

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

### The Authority as Lessee

#### Finance Leases

Property, plant and equipment held under finance leases is recognised on the Balance Sheet at the commencement of the lease at its fair value measured at the lease's inception (or the present value of the minimum lease payments, if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs of the Authority are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

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

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

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

#### Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services 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 (eg there is a rent-free period at the commencement of the lease).

## 14 OVERHEADS AND SUPPORT SERVICES

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

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

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



## 15 PROPERTY PLANT AND EQUIPMENT

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

### 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 Authority 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.

### 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 Authority does not capitalise borrowing costs incurred whilst assets are under construction.

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition does not have commercial substance (i.e. it will not lead to a variation in the cash flows of the Authority). 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 Authority.

### Asset under Construction

Asset under Construction are recognised only when it is probable that the future economic benefits will flow to the Council and the cost can be measured reliably. Asset under Construction are capitalised at cost which includes labour and overhead costs arising directly from the construction of the asset. Assets under construction are not depreciated until they are brought into use under the relevant sections of property, plant and equipment.

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 – depreciated historical cost;
- dwellings – fair value, determined using the basis of existing use value for social housing (EUV-SH);
- all other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV).

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

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

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end, but as a minimum every five years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains.

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

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains);
- 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 by:

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains);
- 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.

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

### 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 (ie freehold land and certain Community Assets) and assets that are not yet available for use (ie assets under construction).

Depreciation is calculated on the following bases:

- dwellings and other buildings – straight-line allocation over the useful life of the property as estimated by the valuer.
- vehicles, plant, furniture and equipment – a percentage of the value of each class of assets in the Balance Sheet, as advised by a suitably qualified officer;

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

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

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previously losses recognised in the Surplus or Deficit on Provision of Services. Depreciation is not charged on Assets Held for Sale.

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and valued at the lower of their carrying amount before they were classified as held for sale; adjusted for depreciation, 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 written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (ie netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. A proportion of receipts relating to housing disposals (net of statutory deductions and allowances) is payable to the Government. The proportion payable to the Government for Right to Buy dwelling disposals is calculated on an individual property basis in accordance with the enhanced Right to Buy scheme introduced in April 2012. Receipts for land and other assets are normally repayable at a rate of 50%, but can be reduced as a result of a Capital Allowance approved at Council Cabinet in September 2012 to finance a supplementary capital programme for affordable housing and regeneration purposes. The balance of receipts is required to be credited to the Capital Receipts Reserve and can then only be used for new capital investment (or set aside to reduce the Authority's underlying need to borrow). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

## **16 PROVISIONS, CONTINGENT LIABILITIES AND CONTINGENT ASSETS**

### Provisions

Provisions are made where an event has taken place that gives the Authority 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. For instance, the Authority may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation.

Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the authority 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 (eg from an insurance claim), this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the authority settles the obligation.

### Contingent Liabilities

A contingent liability arises where an event has taken place that gives the authority 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 authority. 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.

### Contingent Assets

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

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

## **17 RESERVES**

The Authority sets aside specific amounts as reserves for future policy purposes or to cover contingencies [not Scotland]. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure.

Certain reserves are kept to manage the accounting processes for non-current assets, financial instruments, retirement and employee benefits and do not represent usable resources for the Authority – these reserves are explained in the relevant policies.

**18 REVENUE EXPENDITURE FUNDED 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 has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Authority 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.

**19 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.

**20 HERITAGE ASSETS**

The Authorities Heritage Assets should be shown in the Balance Sheet and are normally classified in four main categories -

- Ceramics, Pocolain Work and Figurines;
- Art Collection;
- Machinery, Equipment and Other Artefacts from the Pottery Industry;
- Archaeology.

The Authority does have some Civic Regalia but it falls under the de-minimus level to be classified as Heritage assets, the Authority also considers that reliable cost or valuation information cannot be obtained for Moira Furnace, this is due to the diverse nature of the Asset held and lack of comparable market values. Consequently the Authority does not recognise this asset on its Balance Sheet.

**21 ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT NOT YET ADOPTED**

The code of practice on Local Council Accounting in the United Kingdom 2014/15 (the code) has introduced several changes in accounting policies which will be required from 1st April 2014. If this had been adopted for the financial year 2013/14 there would be no material change to the Statement of Accounts

A number of new and revised standards have been issued addressing the accounting for consolidation, investment and joint ventures and arrangements, financial instruments and presentation of financial statement These include -

- IFRS 10
- IFRS 11
- IFRS 12
- IFRS 27
- IAS 1
- IAS 27
- IAS 32

## 22 CHARGES TO REVENUE FOR NON-CURRENT ASSETS

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

- depreciation attributable to the assets used by the relevant sector
- 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 Authority is not required to raise council tax to fund depreciation, revaluation and impairment losses on amortisation. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement (equal to either an amount calculated on a prudent basis determined by the authority in accordance with statutory guidance.

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

## 23 OTHER MAJOR CHANGES IN 2013/14

The changes in this year's accounts relate to accounting for business rates retention and post employment benefits

## 24 RE-STATEMENT OF PRIOR YEARS FIGURES

A prior period error has been identified on the calculation of depreciation of Council Housing. This has resulted in an over statement on both depreciation and revaluation. The following accounting adjustments have been undertaken in 2012/13 to correct this and are re-presented in the accounts:

<b>Accounting Adjustment</b>	<b>£ m</b>
Housing Revenue Account - Income and Expenditure	(0.740)
Housing Revenue Account - Movement to Reserves	0.740
Accumulated Depreciation Account	6.214
Council Housing - Fixed Asset Account	(6.214)
Capital Adjustment Account	(0.740)
Major Repairs Reserve	0.000
Revaluation Reserve	0.740
<b>NET TOTAL EFFECT</b>	<b>0.000</b>

## Movement in Reserves Statement

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

	General Fund Balance £'000	Earmarked GF Reserves £'000	Housing Revenue Account £'000	Earmarked HRA Reserves £'000	Capital Receipts Reserve £'000	Major Repair Reserve £'000	Capital Grants Unapplied £'000	Total Usable Reserves £'000	Unusable Reserves £'000	Total Authority Reserves £'000
<b>Balance as at 1 April 2012</b>	<b>1,130</b>	<b>3,679</b>	<b>1,822</b>	<b>238</b>	<b>890</b>	<b>1,656</b>	<b>204</b>	<b>9,619</b>	<b>50,113</b>	<b>59,732</b>
Surplus or (deficit) on provision of services	(1,313)	0	4,724	0	0	0	0	3,411		3,411
Other Comprehensive Expenditure and Income								0	(5,791)	(5,791)
<b>Total Comprehensive Expenditure and Income</b>	<b>(1,313)</b>	<b>0</b>	<b>4,724</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,411</b>	<b>(5,791)</b>	<b>(2,380)</b>
Adjustments between accounting basis & funding basis under regulations (Note 4)	2,101		(1,952)	0	375	1,305	(26)	1,803	(1,803)	0
<b>Net Increase/Decrease before Transfers to Earmarked Reserves</b>	<b>788</b>	<b>0</b>	<b>2,772</b>	<b>0</b>	<b>375</b>	<b>1,305</b>	<b>(26)</b>	<b>5,214</b>	<b>(7,594)</b>	<b>(2,380)</b>
Transfers to/from Earmarked Reserves	(791)	791	(834)	834	0	0	0	0	0	0
<b>Increase/Decrease (movement) in Year</b>	<b>(2)</b>	<b>791</b>	<b>1,938</b>	<b>834</b>	<b>375</b>	<b>1,305</b>	<b>(26)</b>	<b>5,214</b>	<b>(7,594)</b>	<b>(2,380)</b>
<b>Balance as at 31st March 2013 carried forward</b>	<b>1,128</b>	<b>4,470</b>	<b>3,760</b>	<b>1,072</b>	<b>1,265</b>	<b>2,961</b>	<b>178</b>	<b>14,833</b>	<b>42,519</b>	<b>57,352</b>
<b>Balance as at 1 April 2013</b>	<b>1,128</b>	<b>4,470</b>	<b>3,760</b>	<b>1,072</b>	<b>1,265</b>	<b>2,961</b>	<b>178</b>	<b>14,833</b>	<b>42,519</b>	<b>57,352</b>
<u>Movement in reserves during 2013/14</u>										
Surplus or (deficit) on provision of services	796		9,694					10,490		10,490
Other Comprehensive Expenditure and Income								0	(4,701)	(4,701)
<b>Total Comprehensive Expenditure and Income</b>	<b>796</b>	<b>0</b>	<b>9,694</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,490</b>	<b>(4,701)</b>	<b>5,789</b>
Adjustments between accounting basis & funding basis under regulations	1,422		(8,984)	0	1,430	(965)	784	(6,313)	6,313	0
<b>Net Increase/Decrease before Transfers to Earmarked Reserves</b>	<b>2,218</b>	<b>0</b>	<b>710</b>	<b>0</b>	<b>1,430</b>	<b>(965)</b>	<b>784</b>	<b>4,177</b>	<b>1,612</b>	<b>5,789</b>
Transfers to/from Earmarked Reserves	(92)	92	799	(799)				0	0	0
<b>Increase/Decrease in Year</b>	<b>2,126</b>	<b>92</b>	<b>1,509</b>	<b>(799)</b>	<b>1,430</b>	<b>(965)</b>	<b>784</b>	<b>4,177</b>	<b>1,612</b>	<b>5,789</b>
<b>Balance at 31 March 2014 carried forward</b>	<b>3,254</b>	<b>4,562</b>	<b>5,269</b>	<b>273</b>	<b>2,695</b>	<b>1,996</b>	<b>962</b>	<b>19,010</b>	<b>44,131</b>	<b>63,141</b>

## Comprehensive Income and Expenditure Statement

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

2012/13				NOTES	2013/14		
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000			Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
7,938	(6,876)	1,062	Central Services to the Public		2,179	(1,255)	924
5,608	(3,079)	2,529	Cultural & Related Services		5,644	(3,310)	2,334
6,863	(2,546)	4,317	Environmental & Regulatory Services		6,706	(2,652)	4,054
2,177	(1,017)	1,160	Planning Services		2,244	(1,266)	978
745	(689)	56	Highways Roads and Transport		681	(683)	(2)
20,649	(19,864)	785	Housing Services - General Fund		20,394	(19,717)	677
12,045	(19,904)	(7,859)	Housing Services - HRA		11,092	(25,117)	(14,025)
1,017	0	1,017	Corporate & Democratic Core		1,078		1,078
80	0	80	Non Distributed Costs		120		120
<b>57,122</b>	<b>(53,975)</b>	<b>3,147</b>	<b>Cost of Services</b>		<b>50,138</b>	<b>(54,000)</b>	<b>(3,862)</b>
		2,123	Other Operating Expenditure	6			3,532
		3,823	Financing and Investment Income and Expenditure	7			3,748
		(12,507)	Taxation and Non-Specific Grant Income	8			(13,908)
		<b>(3,414)</b>	<b>(Surplus)/Deficit on Provision of Services</b>				<b>(10,490)</b>
		(177)	(Surplus)/Deficit on revaluation of non current assets				(2,035)
		0	(Surplus)/Deficit on revaluation of available for sale financial assets				0
		5,968	Actuarial gains/losses on pension assets/liabilities				6,736
		<b>5,791</b>	<b>Other Comprehensive Income and Expenditure</b>				<b>4,701</b>
		<b>2,377</b>	<b>Total Comprehensive Income and Expenditure</b>				<b>(5,789)</b>

## Balance Sheet

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

31 March 2013		NOTES	31 March 2014	
£'000			£'000	£'000
158,895	Property Plant & Equipment		168,444	
10,166	Investment Property	10	10,559	
477	Intangible Assets	11	590	
350	Assets Held For Sale	12	350	
1,092	Surplus Assets		824	
0	Long Term Investments		2,000	
12	Long Term Debtors		10	
<b>170,992</b>	<b>Long Term Assets</b>			<b>182,777</b>
0	Short Term Investments		2,000	
129	Inventories	13	135	
3,880	Short Term Debtors	14	4,627	
14,330	Cash and Cash Equivalents	15	16,858	
<b>18,339</b>	<b>Current Assets</b>			<b>23,620</b>
0	Short Term Borrowing		(2,009)	
(5,235)	Short Term Creditors	16	(8,622)	
0	Provisions	33	(1,499)	
	<b>Current Liabilities</b>			<b>(12,130)</b>
(89,586)	Long Term Borrowing		(86,235)	
(34,801)	Other Long Term Liabilities		(43,391)	
	Revenue Grants Receipt In Advance		(268)	
(2,356)	Capital Grants Receipt In Advance		(1,233)	
<b>(126,743)</b>	<b>Long Term Liabilities</b>			<b>(131,127)</b>
<b>57,353</b>	<b>Net Assets</b>			<b>63,140</b>
14,834	Usable Reserves		19,010	
42,519	Unusable Reserves	18	44,130	
<b>57,353</b>				<b>63,140</b>



## Cash Flow Statement

The Cash Flow statement shows the changes in cash and cash equivalents of the authority during the reporting period. The statement shows how the authority generates and uses cash and cash equivalents by classifying cash flows as; operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the authority are funded by way of taxation and grant income or from the recipients of services provided by the authority. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the authority's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (ie borrowing) to the authority.

2012/13 £'000	Indirect Method	NOTES	2013/14 £'000
(3,414)	Net (surplus) or deficit on the provision of services		(10,490)
	<b>Noncash Movements</b>		
1,765	Depreciation		(2,146)
(8,535)	Impairment & downward valuations		(2,144)
(166)	Amortisations		(214)
(309)	Increase in impairment for provision for bad debts		(170)
120	(Increase)/decrease in creditors		(361)
667	Increase/(decrease) in debtors		813
15	(Increase)/decrease in stock		(6)
(969)	Pension liability		(1,899)
(523)	Carrying amount of non-current assets sold		(3,738)
(228)	Other non cash items charged to the net Surplus or Deficit on the Provision of Services		1,664
(8,163)	Adjust net surplus or deficit on the provision of services for noncash movements		(8,201)
737	Adjust for items included in the net surplus or deficit on the provision of services that are investing and financing activities		2,042
(10,840)	Net Cash Flows from Operating Activities		(16,649)
4,771	Investing Activities	20	16,988
(685)	Financing Activities	21	(2,867)
(6,754)	Net increase or decrease in cash and cash equivalents		(2,528)
7,576	Cash and cash equivalents at the beginning of the reporting period		14,330
<b>14,330</b>	<b>Cash and cash equivalents at the end of the reporting period</b>	15	<b>16,858</b>

## 1. Critical Judgements In Applying Accounting Policies

In applying the accounting policies set out on pages 8 to 18, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. No such critical judgements are have been deemed to be necessary for 2013/14.

## 2. 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 Authority about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

The items in the Authority's Balance Sheet at 31 March 2014 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

	<b>£'000</b>
Pension Liability/Reserve Account	43,381

Item	Uncertainties	Effect if actual results differ from assumptions
Pensions Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Authority with expert advice about the assumptions to be applied.	The effects on the net pensions liability of changes in individual assumptions can be measured. The Authority's actuaries provide an annual statement of the pension liabilities and assets.  However, the assumptions interact in complex ways. During 2013/14, the Authority's actuaries advised that the net pensions liability had increased by £8.635m as a result of estimates being corrected.
Asset Life/Maintenance	Assets are depreciated over their useful lives as determined by the Authority's valuer. Property, plant and equipment are reviewed for both economic and price impairment on an annual basis. Any movement in either the assets useful life or the market value of the property will have an impact on the Councils Valuation	If the useful life of assets is reduced, the depreciation increases and the carrying amount of assets falls. The depreciation charge for buildings would increase by an estimated £70k for every year useful life is reduced. If an asset is impaired the carrying amount of asset is reduced.

This list does not include assets and liabilities that are carried at fair value based on a recently observed market price.

## 3. Events after the Balance Sheet Date.

There have been no major events to report after 31st March 2014.

#### 4. Adjustments between Accounting Basis and Funding Basis under Regulations.

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

2013/14

	General Fund Balance £'000	Housing Revenue Account £'000	Usable Reserves		Capital Grants Unapplied £'000	Movement in Unusable Reserves £'000
			Capital Receipts Reserve £'000	Major Repairs Reserve £'000		
<b>Adjustments primarily involving the Capital Adjustment Account:</b>						
<u>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</u>						
Charges for depreciation and impairment of non current assets	1,408					(1,408)
Revaluation losses on Property Plant and Equipment	(493)	2,244				(1,751)
Movements in the market value of Investment Properties	(393)					393
Amortisation of intangible assets	164					(164)
Capital grants and contributions applied		(8,500)				8,500
Movement in the Donated Assets Account						
Revenue expenditure funded from capital under statute						0
Principal Repaid on Self Financing Loans		(987)				987
Amount 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			3,722			(3,722)
<u>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</u>						
Statutory provision for the financing of capital investment	(617)					617
Capital expenditure charged against the General Fund and HRA balances	(248)	(776)				1,024
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>						
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	(784)				784	
Application of grants to capital financing transferred to the Capital Adjustment Account						

	Usable Reserves					Movement in Unusable Reserves £'000
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Major Repairs Reserve £'000	Capital Grants Unapplied £'000	
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>						
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	(20)	(2,021)	2,041			
Use of the Capital Receipts Reserve to finance new capital expenditure			(10)			10
Contribution from the Capital Receipts Reserve towards administrative costs of non current asset disposals		47	(47)			0
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	554		(554)			
Transfer from Deferred Capital Receipts Reserve upon receipt of cash						0
<b>Adjustments primarily involving the Deferred Capital Receipts Reserve:</b>						
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement						0
<b>Adjustment involving the Major Repairs Reserve:</b>						
Reversal of Major Repairs Allowance credited to the HRA		(2,806)		2,806		
Use of the Major Repairs Reserve to finance new capital expenditure				(3,771)		3,771
<b>Adjustments involving the Financial Instruments Adjustment Account:</b>						
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from the finance costs chargeable in the year in accordance with statutory requirements	(47)					47
<b>Adjustments involving the Pensions Reserve:</b>						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	3,422	474				(3,896)

2013/14 continued

	Usable Reserves					
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Major Repairs Reserve £'000	Capital Grants Unapplied £'000	Movement in Unusable Reserves £'000
Employer's pensions contributions and direct payments to pensioners payable in the year	(1,615)	(382)				1,997
<b>Adjustments involving the Collection Fund Adjustment Account:</b>						
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	85					(85)
<b>Adjustments involving the Unequal Pay Back Pay Adjustment Account:</b>						
Amount by which amounts charged for Equal Pay claims to the Comprehensive Income and Expenditure Statement are different from the cost of settlements chargeable in the year in accordance with statutory requirements						
<b>Adjustments involving the Accumulated Absences Account:</b>						
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	6	1				(7)
<b>Total Adjustments</b>	<b>1,422</b>	<b>(8,984)</b>	<b>1,430</b>	<b>(965)</b>	<b>784</b>	<b>6,313</b>

2012/13 comparative figures

	Usable Reserves					
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Major Repairs Reserve £'000	Capital Grants Unapplied £'000	Movement in Unusable Reserves £'000
<b>Adjustments primarily involving the Capital Adjustment Account:</b>						
<u>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement</u>						
Charges for depreciation and impairment of non current assets	1,176	2,917				(4,093)
Revaluation losses on Property Plant and Equipment	0	5,473				(5,473)
Movements in the market value of Investment Properties	260					(260)
Amortisation of intangible assets	104					(104)

## 2012/13 comparative figures cont'd

	Usable Reserves					Movement in Unusable Reserves £'000
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Major Repairs Reserve £'000	Capital Grants Unapplied £'000	
Capital grants and contributions applied		(3,163)				3,163
Movement in the Donated Assets Account	0					
Revenue expenditure funded from capital under statute						0
Principal Repaid on Self Financing Loans		(965)				965
Amount 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		1,231				(1,231)
<u>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</u>						
Statutory provision for the financing of capital investment	(608)					608
Capital expenditure charged against the General Fund and HRA balances	(81)	(24)				105
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>						
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	26				(26)	
Application of grants to capital financing transferred to the Capital Adjustment Account						
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>						
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement		(737)	737			
Use of the Capital Receipts Reserve to finance new capital expenditure						0
Contribution from the Capital Receipts Reserve towards administrative costs of non current asset disposals		19	(19)			0
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	344		(344)			
Transfer from Deferred Capital Receipts Reserve upon receipt of cash			1			(1)

## 2012/13 comparative figures cont'd

	Usable Reserves					
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Major Repairs Reserve £'000	Capital Grants Unapplied £'000	Movement in Unusable Reserves £'000
<b>Adjustments primarily involving the Deferred Capital Receipts Reserve:</b>						
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement						
<b>Adjustment involving the Major Repairs Reserve:</b>						
Reversal of Major Repairs Allowance credited to the HRA		(6,729)		6,729		
Use of the Major Repairs Reserve to finance new capital expenditure				(5,424)		5,424
<b>Adjustments involving the Financial Instruments Adjustment Account:</b>						
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from the finance costs chargeable in the year in accordance with statutory requirements						
	(52)					52
<b>Adjustments involving the Pensions Reserve:</b>						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement						
	963	7				(970)
Employer's pensions contributions and direct payments to pensioners payable in the year						
<b>Adjustments involving the Collection Fund Adjustment Account:</b>						
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements						
	(21)					21
<b>Adjustments involving the Unequal Pay Back Pay Adjustment Account:</b>						
Amount by which amounts charged for Equal Pay claims to the Comprehensive Income and Expenditure Statement are different from the cost of settlements chargeable in the year in accordance with statutory requirements						
	2,111	(1,971)	375	1,305	(26)	0 (1,794)





## 6. Other Operating Expenditure

2012/13 £'000		2013/14 £'000
1,286	Parish Council Precepts	1,298
344	Payments to the Government Housing Capital Receipts Pool	554
493	Gains/losses on the disposal of non current assets	1,680
<u>2,123</u>	<b>Total</b>	<u>3,532</u>

## 7. Financing and Investment Income and Expenditure

2012/13 £'000		2013/14 £'000
2,962	Interest payable and similar charges	2,940
1,016	Pensions interest cost and expected return on pensions assets	1,570
(74)	Interest receivable and similar income	(111)
(81)	Income and expenditure in relation to investment properties	(651)
0	Other investment income	0
<u>3,823</u>	<b>Total</b>	<u>3,748</u>

## 8. Taxation and Non Specific Grant Income

2012/13 £'000		2013/14 £'000
(6,992)	Council tax income	(6,366)
(4,804)	Non domestic rates	(2,014)
(711)	Non-ringfenced government grants	(4,193)
0	Capital grants and contributions	(1,335)
<u>(12,507)</u>	<b>Total</b>	<u>(13,908)</u>

## 9. Property, Plant and Equipment

Movements on Balances

Movements in 2013/14:

	<b>Council Dwellings</b>	<b>Other Land &amp; Buildings</b>	<b>Vehicles, Plant, Furniture, Equip.</b>	<b>Infra- structure Assets</b>	<b>Community Assets</b>	<b>Surplus Assets</b>	<b>Assets Under Construction</b>	<b>Total Property Plant &amp; Equip.</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Cost or Valuation</b>								
At 1 April 2013	141,211	16,043	3,853	0	118	1,092	0	162,317
Additions	14,227	93	940					15,260
Donations								0
Revaluation increases/(decreases) recognised in the Revaluation Reserve	1,915	76				44		2,035
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(3,401)	(291)				(18)		(3,710)
Derecognition - Disposals	(1,251)		(178)			(294)		(1,723)
Derecognition - Other	(2,200)							(2,200)
Assets reclassified								0
Other movements in Cost or Valuation								0
<b>At 31 March 2014</b>	<b>150,501</b>	<b>15,921</b>	<b>4,615</b>	<b>0</b>	<b>118</b>	<b>824</b>	<b>0</b>	<b>171,979</b>

	<b>Council Dwellings</b>	<b>Other Land &amp; Buildings</b>	<b>Vehicles, Plant, Furniture, Equip.</b>	<b>Infra- structure Assets</b>	<b>Community Assets</b>	<b>Surplus Assets</b>	<b>Assets Under Construction</b>	<b>Total Property Plant &amp; Equip.</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Accumulated Depreciation and Impairment</b>								
At 1 April 2013	0	0	2,350	0	0	0	0	2,350
Depreciation charge	1,146	403	581			19		2,149
Depreciation written out to the Revaluation Reserve								0
Depreciation written out to the Surplus/Deficit on the Provision of Services	(1,146)	(403)				(19)		(1,568)
Impairment losses/(reversals) recognised in the Revaluation Reserve								0
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services								0
Derecognition - Disposals			(178)					(178)
Derecognition - Other								0
Other movements in Depreciation and Impairment								0
<b>At 31 March 2014</b>	<b>0</b>	<b>0</b>	<b>2,753</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,753</b>
<b>Net Book Value</b>								
<b>At 31 March 2014</b>	150,501	15,921	1,862	0	118	824	0	169,226
<b>At 31 March 2013</b>	141,211	16,043	1,503	0	118	1,092	0	159,967

Comparative Movements in 2012/13:

	Council Dwellings	Other Land & Buildings	Vehicles, Plant, Furniture, Equip.	Infra- structure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property Plant & Equip.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cost or Valuation								
At 1 April 2012	142,098	16,669	3,582	0	118	1,066	0	163,533
Additions	5,906	88	697					6,691
Donations								
Revaluation increases/(decreases) recognised in the Revaluation Reserve	1,485	153				19		1,657
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(7,047)	(682)				7		(7,722)
Derecognition - Disposals	(523)							(523)
Derecognition - Other	(708)							(708)
Assets reclassified (to)/from Held for Sale		(185)						(185)
Other movements in Cost or Valuation			(426)					(426)
At 31 March 2012	141,211	16,043	3,853	0	118	1,092	0	162,317

Comparative Movements in 2012/13:

	<b>Council Dwellings</b>	<b>Other Land &amp; Buildings</b>	<b>Vehicles, Plant, Furniture, Equip.</b>	<b>Infra- structure Assets</b>	<b>Community Assets</b>	<b>Surplus Assets</b>	<b>Assets Under Construction</b>	<b>Total Property Plant &amp; Equip.</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Accumulated Depreciation and Impairment</b>								
At 1 April 2012	0	0	1,972	0	0	0	0	1,972
Depreciation charge	(2,804)	500	534			26		(1,744)
Depreciation written out to the Revaluation Reserve								
Depreciation written out to the Surplus/Deficit on the Provision of Services	2,804	(500)				(26)		2,278
Impairment losses/(reversals) recognised in the Revaluation Reserve								
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services								
Derecognition - Disposals								
Derecognition - Other								
Other movements in Depreciation and Impairment			(156)					(156)
<b>At 31 March 2013</b>	<b>0</b>	<b>0</b>	<b>2,350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,350</b>

## Fixed Assets Valuation

The fixed assets shown in the Balance Sheet are valued on the basis recommended by CIPFA and in accordance with the Statements of Asset Valuation Principles and Guidance Notes issued by the Royal Institute of Chartered Surveyors (RICS). Fixed assets are classified into the groupings required by the Code of Practice. The different types of assets have been valued on the following basis:

- (i) Operational assets are included in the balance sheet at open market value in existing use or depreciated replacement cost where the asset is of a specialist nature, i.e. there is no market for such an asset.
- (ii) Non-operational assets, including investment properties and assets that are surplus to requirements, are included in the balance sheet at open market value.
- (iii) Infrastructure and community assets are included in the balance sheet at historic cost, net of any depreciation.
- (iv) Council dwellings have been valued using the beacon principal, where a typical property is valued as being representative of a particular house type and location. The valuation for each of the beacon properties selected was on the basis of existing use value – Social Housing.

Category	Date of Last Valuation	Basis of Valuation	Details of Valuers
Council Dwellings	31.03.14	The valuations have been made in accordance with the RICS Appraisal and Valuation manual as published by the Royal Institute of Chartered Surveyors. In the case of housing stock this is based upon Existing Use Value for Social Housing.	Mr S Holland (MRICS), Chesterton Humberts
Other Land & Building	31.03.14	The valuations have been made in accordance with the RICS Appraisal and Valuation manual as published by the Royal Institute of Chartered	Mr S Holland (MRICS), Chesterton Humberts

Major fixed assets held at 31st March 2014, are:-

2012/13 No		2013/14 No
	<b>LEISURE SERVICES</b>	
2	Leisure Centres with Pools	2
1	Markets	1
4	Cemeteries	4
	<b>COUNCIL DWELLINGS</b>	
2,635	Houses	2,605
1,017	Flats & Maisonettes	998
812	Bungalows	811
	<b>LAND</b>	
115	Parks & Open Spaces (acres)	115
	<b>OTHER</b>	
1	Office Properties	1
3	Depots	3
19	Off Street Car Parks	19
11	Public Conveniences	10
9	Industrial Estates/Business Units	9

## 10. Investment Properties

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

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
796 Rental income from investment property	774
(715) Direct operating expenses arising from investment property	(123)
81 Net gain/(loss)	651

There are no restrictions on the Authority's ability to realise the value inherent in its investment property or on the Authority's right to the remittance of income and the proceeds of disposal. The Authority has no contractual obligations to purchase, construct or develop investment property or repairs, maintenance or enhancement.

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

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
10,241 Balance at the start of the year	10,166
Additions: Purchases Construction Subsequent expenditure	
Disposals	
(260) Net gains/losses from fair value adjustments	393
Transfers: To/from Inventories 185 To/from Property, Plant and Equipment	
Other changes	
10,166 Balance at the end of the year	10,559

## 11. Intangible Assets

The Authority accounts for its software as intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment. The intangible assets include both purchased licences and internally generated software.

All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to the Authority. The useful life assigned to the major software suites used by the Authority are:

<b>Other</b> <b>Asset</b>
6 years Revenue System

The carrying amount of intangible assets is amortised on a straight-line basis. The amortisation of £214k charged to revenue in 2013/14, most of this amount was charged to the IT Administration cost centre and then absorbed as an overhead across all the service headings in the Net Expenditure of Services. It is not possible to quantify exactly how much of the amortisation is attributable to each service heading.

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

	2013/14			2012/13		
	Internally Generated Assets £'000	Other Assets £'000	Total £'000	Internally Generated Assets £'000	Other Assets £'000	Total £'000
Balance at start of year						
- Gross carrying amounts		1,033	1,033		587	587
- Accumulated amortisation		(557)	(557)		(233)	(233)
Net carrying amount at start of year		476	476		354	354
Additions:						
- Internal development						
- Purchases		328	328		21	21
- Acquired through business combinations						
Assets reclassified as held for sale						
Other disposals						
Revaluations increases or decreases						
Impairment losses recognised or reversed directly in the Revaluation Reserve						
Impairment losses recognised in the Surplus/Deficit on the Provision of Services						
Reversals of past impairment losses written back to the Surplus/Deficit on the Provision of Services						
Amortisation for the period		(214)	(214)		(166)	(166)
Other changes			0		267	267
Net carrying amount at end of year		590	590		476	476
Comprising:						
- Gross carrying amounts		1,361	1,361		1,033	1,033
- Accumulated amortisation		(771)	(771)		(557)	(557)
		590	590		476	476



## 12. Assets Held for Sale

The council held the following assets for sale at 31st March 2014.

	Current		Non-Current	
	2013/14 £'000	2012/13 £'000	2013/14 £'000	2012/13 £'000
<b>Balance outstanding at start of year</b>	350	350	0	0
Assets newly classified as held for sale:				
- Property, Plant and Equipment				
- Intangible Assets				
- Other assets/liabilities in disposal groups				
Revaluation losses				
Revaluation gains				
Impairment losses				
Assets declassified as held for sale:				
- Property, Plant and Equipment				
- Intangible Assets				
- Other assets/liabilities in disposal groups				
Assets sold				
Transfers from non current to current				
Other movements				
<b>Balance outstanding at year end</b>	<u>350</u>	<u>350</u>	<u>0</u>	<u>0</u>

### 13 Inventories

	Consumable Stores		Maintenance Materials		Total	
	2012/13 £'000	2013/14 £'000	2012/13 £'000	2013/14 £'000	2012/13 £'000	2013/14 £'000
Balance outstanding at start of year	76	63	69	66	145	129
Purchases	669	688	20	17	689	705
Recognised as an expense in the year	(682)	(684)	(23)	(15)	(705)	(699)
Written off balances	0	0	0	0	0	0
Reversals of write-offs in previous years	0	0	0	0	0	0
Balance outstanding at year end	<b>63</b>	<b>67</b>	<b>66</b>	<b>68</b>	<b>129</b>	<b>135</b>

### 14 Short-Term Debtors

31 March 2013 £'000		31 March 2014 £'000
953	Central Government bodies	496
324	Other local authorities	300
0	NHS bodies	0
61	Public Corporations and trading funds	86
2,542	Other entities and individuals	3,745
<b>3,880</b>		<b>4,627</b>

### 15 Cash and Cash Equivalents.

The balance of Cash and Cash Equivalents is made up of the following elements:

31 March 2013 £'000		31 March 2014 £'000
4	Cash held by the Authority	4
273	Bank current accounts	126
14,053	Short-term deposits with building societies	16,728
<b>14,330</b>	<b>Total Cash and Cash Equivalents</b>	<b>16,858</b>

### 16 Short-Term Creditors

31 March 2013 £'000		31 March 2014 £'000
1,401	Central Government bodies	2,455
813	Other local authorities	1,644
0	NHS bodies	5
119	Public Corporations and trading funds	229
2,902	Other entities and individuals	4,289
<b>5,235</b>		<b>8,622</b>

## 17 Usable Reserves

Movements in the Authority's usable reserves are detailed in the Movement in Reserves Statement.

## 18 Unusable Reserves.

<b>31 March 2013</b> <b>£'000</b>	<b>31 March 2014</b> <b>£'000</b>
8,469 Revaluation Reserve	9,739
70,479 Capital Adjustment Account	79,501
(1,493) Financial Instruments Adjustment Account	(1,446)
0 Deferred Capital Receipts Reserve	0
(34,746) Pensions Reserve	(43,381)
44 Collection Fund Adjustment Account	(41)
(234) Accumulated Absences Account	(242)
<hr/> 42,519 <b>Total Unusable Reserves</b>	<hr/> 44,130

### 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:

- revalued downwards or impaired and the gains are lost
- used in the provision of services and the gains are consumed through depreciation, or
- disposed of and the gains are realised.

The Reserve contains only revaluation gains accumulated since 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.

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
7,647 <b>Balance at 1 April</b>	7,728
177 Upward revaluation of assets	2,035
Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	0
<hr/> 177 Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	<hr/> 2,035
Difference between fair value depreciation and historical cost depreciation	(16)
(96) Accumulated gains on assets sold or scrapped	(8)
(96) Amount written off to the Capital Adjustment Account	(24)
<hr/> 7,728 <b>Balance at 31 March</b>	<hr/> 9,739

## 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 posting 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.

Note 7 provides details of the source of all transactions posted to the Account, apart from those involving the Revaluation Reserve.

<b>2012/13</b> <b>£'000</b>		<b>2013/14</b> <b>£'000</b>
72,019	<b>Balance at 1 April</b>	71,220
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
1,861	• Charges for depreciation and impairment of non-current assets	(2,130)
(8,795)	• Revaluation losses on Property, Plant and Equipment	(2,145)
(166)	• Amortisation of Intangible assets	(214)
0	• Revenue expenditure funded from capital under statute	0
(1,231)	• Amounts of non current assets written off on disposal or sale as part of the gains/loss on disposal to the Comprehensive Income and Expenditure Statement	(3,738)
(8,331)		(8,227)
0	Adjusting amounts written out of Revaluation Reserve	16
0	Net written out amount of the cost of non current assets consumed in the year	16
	Capital financing applied in the year:	
0	• Use of Capital Receipts Reserve to finance new capital expenditure	0
2,689	• Use of the Major Repairs Reserve to finance new capital expenditure	4,951
0	• Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	0
965	• Repayment of Debt	987
0	• Application of grants to capital financing from the Capital Grants Unapplied Account	8,500
609	• Statutory provision for the financing of capital investment charged against the General Fund and HRA balances	617
3,269	• Capital expenditure charged against the General Fund and HRA balances	1,044
7,532		16,099
0	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	393
0	Movement in the Donated Assets Account credited to the Comprehensive Income and Expenditure Statement	0
71,220	<b>Balance at 31 March</b>	79,501

## Financial Instruments Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefiting from gains per statutory provisions. The Authority uses the Account to manage premiums paid on the early redemption of loans. Premiums are debited to the Comprehensive Income and Expenditure Statement when they are incurred, but reversed out of the General Fund Balance to the Account in the Movement in Reserves Statement. Over time, the expense is posted back to the General Fund Balance in accordance with statutory arrangements for spreading the burden on council tax. In the Authority's case, this period is the unexpired term that was outstanding on the loans when they were redeemed.

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
(1,545) <b>Balance at 1 April</b>	(1,493)
0 Premiums incurred in the year and charged to the Comprehensive Income and Expenditure Statement	
47 Proportion of premiums incurred in previous financial years to be charged against the General Fund Balance in accordance with statutory requirements	42
<hr/>	<hr/>
5 Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	5
<hr/>	<hr/>
(1,493) <b>Balance at 31 March</b>	(1,446)

## 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 employee benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Authority makes employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority 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.

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
(27,808) <b>Balance at 1 April</b>	(34,746)
(5,968) Actuarial gains or losses on pensions assets and liabilities	(6,736)
(2,888) Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(3,896)
1,918 Employer's pensions contributions and direct payments to pensioners payable in the year	1,997
<hr/>	<hr/>
(34,746) <b>Balance at 31 March</b>	(43,381)

## Deferred Capital Receipts Reserve

The Deferred Capital Receipts Reserve holds the gains recognised on the disposal of non-current assets but for which cash settlement has yet to take place. Under statutory arrangements, the 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.

### Deferred Capital Receipts Reserve

The Deferred Capital Receipts Reserve holds the gains recognised on the disposal of non-current assets but for which cash settlement has yet to take place. Under statutory arrangements, the 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.

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
2 <b>Balance at 1 April</b>	0
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to	
0 the Comprehensive Income and Expenditure Statement	0
(2) Transfer to the Capital Receipts Reserve upon receipt of cash	0
<hr/> <b>0 Balance at 31 March</b>	<hr/> <b>0</b>

### Collection Fund Adjustment Account

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

### Council Tax

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
23 <b>Balance at 1 April</b>	44
Amount by which Council Tax income credited to the Comprehensive Income	
and Expenditure Statement is different from council tax income calculated for the	
21 year in accordance with statutory requirements	88
<hr/> <b>44 Balance at 31 March</b>	<hr/> <b>132</b>

### Non-Domestic Rates

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
0 <b>Balance at 1 April</b>	0
Amount by which Non-Domestic Rates income credited to the Comprehensive	
Income and Expenditure Statement is different from council tax income	
0 calculated for the year in accordance with statutory requirements	(173)
<hr/> <b>0 Balance at 31 March</b>	<hr/> <b>(173)</b>

### 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.

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
(225) <b>Balance at 1 April</b>	(234)
225 Settlement or cancellation of accrual made at the end of the preceding year	234
(234) Amounts accrued at the end of the current year	(242)
Amount by which officer remuneration charged to the Comprehensive Income	
and Expenditure Statement on an accruals basis is different from remuneration	
(9) chargeable in the year in accordance with statutory requirements	(8)
<hr/> <b>(234) Balance at 31 March</b>	<hr/> <b>(242)</b>

## 19 Cash Flow Statement - Operating Activities

The cash flows for operating activities include the following items:

2012/13 £'000		2013/14 £'000
(80)	Interest received	(129)
2,959	Interest paid	2,943
0	Dividends received	0
<u>2,879</u>		<u>2,814</u>

## 20 Cash Flow Statement - Investing Activities

2012/13 £'000		2013/14 £'000
5,508	Purchase of property, plant and equipment, investment property and intangible assets	15,028
0	Purchase of short-term and long-term investments	4,000
0	Other payments for investing activities	2
(737)	Proceeds from the sale of property, plant and equipment, investment property and intangible assets	(2,042)
0	Proceeds from short-term and long-term investments	0
0	Other receipts from investing activities	0
<u>4,771</u>	<b>Net cash flows from investing activities</b>	<u>16,988</u>

## 21 Cash Flow Statement - Financing Activities

2012/13 £000		2013/14 £000
0	Cash receipts of short and long-term borrowing	(32)
(1,742)	Other receipts from financing activities	(3,969)
79	Cash payments for the reduction of the outstanding liabilities relating to finance leases and on-balance sheet PFI contracts	80
978	Repayments of short and long-term borrowing	1,054
0	Other payments for financing activities	0
<u>(685)</u>	<b>Net cash flows from financing activities</b>	<u>(2,867)</u>

## 22 Amounts Reported for Resource Allocation Decisions

The analysis of income and expenditure by service on the face of the Comprehensive Income and Expenditure Statement is that specified by the Service Reporting Code of Practice 2013/14. However, decisions about resource allocation are taken by the Authority's Cabinet on the basis of budget reports analysed across directorates. These reports are prepared on a different basis from the accounting policies used in the financial statements. In particular:

- no charges are made in relation to capital expenditure (whereas depreciation, revaluation and impairment losses in excess of the balance on the Revaluation Reserve and amortisations are charged to services in the Comprehensive Income and Expenditure Statement)
- the cost of retirement benefits is based on cash flows (payment of employer's pension contributions) rather than current service cost of benefits accrued in the year
- expenditure on some support services is budgeted for centrally and not charged to directorates.

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

### Directorate Income and Expenditure 2013/14

	Chief Executive	Director of Services	Corporate Costs	General Fund Total	Housing Revenue Account	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Employee Related Costs	4,306	7,975	83	12,364	3,585	15,949
All Other Controllable Costs	22,482	5,411	145	28,038	15,941	43,979
<b>Total Expenditure</b>	26,788	13,386	228	40,402	19,526	59,928
Controllable Income	(22,358)	(8,311)	(59)	(30,728)	(25,884)	(56,612)
Net Expenditure	4,430	5,075	169	9,674	(6,358)	3,316

### Directorate Income and Expenditure 2012/13 Comparative Figures

	Chief Executive	Director of Services	Corporate Costs	General Fund Total	Housing Revenue Account	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Employee Related Costs	4,056	8,101	104	12,261	3,487	15,748
All Other Controllable Costs	27,891	6,672	110	34,673	6,853	41,526
<b>Total Expenditure</b>	31,947	14,773	214	46,934	10,340	57,274
Controllable Income	(27,737)	(8,907)	(31)	(36,675)	(16,715)	(53,390)
Net Expenditure	4,210	5,866	183	10,259	(6,375)	3,884



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

<b>2012/13</b> <b>£000</b>	<b>2013/14</b> <b>£000</b>
3,884 Net expenditure in the (Directorate) Analysis	3,316
0 Net expenditure of services and support services not included in the Analysis	0
Amounts in the Comprehensive Income and Expenditure Statement not reported 1,423 to management in the Analysis	3,171
Amounts included in the Analysis not included in the Comprehensive Income and (2,160) Expenditure Statement	(10,349)
<b>3,147 Cost of Services in Comprehensive Income and Expenditure Statement</b>	<b>(3,862)</b>

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

<b>2013/14</b>	<b>Directorate Analysis</b>	<b>Services &amp; Support Services not in Analysis</b>	<b>Amounts not reported to management</b>	<b>Amounts not included in I &amp; E</b>	<b>Allocation of Recharges</b>	<b>Cost of Services</b>	<b>Corporate Amounts</b>	<b>Total</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Fees, charges & other service income	(26,938)		1,982	963		(23,993)	(774)	(24,767)
Recharge Income	0		(12,662)			(12,662)		(12,662)
Interest & Investment Income	(26)		(11)			(37)	(111)	(148)
Income from council tax and NDR	0					0	(8,276)	(8,276)
Government	(29,648)		(1,071)			(30,719)	(4,209)	(34,928)
Contribution from Collection Fund	0					0	(105)	(105)
<b>Total Income</b>	<b>(56,612)</b>	<b>0</b>	<b>(11,762)</b>	<b>963</b>	<b>0</b>	<b>(67,411)</b>	<b>(13,475)</b>	<b>(80,886)</b>
Employee expenses	15,949		239	(132)		16,056	132	16,188
Other service expenses	43,979		(1,271)	(11,498)		31,210	309	31,519
Support Service Recharges			12,662	(75)		12,587	75	12,662
Depreciation, amortisation and impairment			3,303	393		3,696	(393)	3,303
Interest payments & similar items						0	2,940	2,940
Precepts & Levies						0	1,298	1,298
Payments to Housing Capital Receipts Pool						0	554	554
Net Pension Interest						0	1,570	1,570
Gain or Loss on Disposal of Non Current Assets						0	1,680	1,680
<b>Total Expenditure</b>	<b>59,928</b>	<b>0</b>	<b>14,933</b>	<b>(11,312)</b>	<b>0</b>	<b>63,549</b>	<b>8,165</b>	<b>71,714</b>
<b>Surplus or deficit on the provision of services</b>	<b>3,316</b>	<b>0</b>	<b>3,171</b>	<b>(10,349)</b>	<b>0</b>	<b>(3,862)</b>	<b>(5,310)</b>	<b>(9,172)</b>

2012/13 Comparatives	Directorate Analysis	Services & Support Services not in Analysis	Amounts not reported to management	Amounts not included in I & E	Allocation of Recharges	Cost of Services	Corporate Amounts	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fees, charges & other service income	(26,736)		180	1,028		(25,528)	(796)	(26,324)
Recharge Income			(12,297)			(12,297)		(12,297)
Interest & Investment Income	(26)					(26)	(74)	(100)
Income from council tax, Government Grants and Contributions	(26,628)		(2,497)			(29,125)	(12,452)	(41,577)
Other Income						0		0
Contribution from Collection Fund						0	(55)	(55)
<b>Total Income</b>	<b>(53,390)</b>	<b>0</b>	<b>(14,614)</b>	<b>1,028</b>	<b>0</b>	<b>(66,976)</b>	<b>(13,377)</b>	<b>(80,353)</b>
Employee expenses	15,748		(6)	(133)		15,609	133	15,742
Other service expenses	41,526		(552)	(2,726)		38,248	253	38,501
Support Service Recharges, Depreciation,			16,595	(329)		16,266	329	16,595
HRA Self Financing						0		0
Interest Payments						0	2,962	2,962
Precepts & Levies						0	1,286	1,286
Payments to Housing Capital Receipts Pool						0	344	344
Net Pension Interest						0	1,016	1,016
Gain or Loss on Disposal of Non Current Assets						0	493	493
<b>Total Expenditure</b>	<b>57,274</b>	<b>0</b>	<b>16,037</b>	<b>(3,188)</b>	<b>0</b>	<b>70,123</b>	<b>6,816</b>	<b>76,939</b>
<b>Surplus or deficit on the provision of services</b>	<b>3,884</b>	<b>0</b>	<b>1,423</b>	<b>(2,160)</b>	<b>0</b>	<b>3,147</b>	<b>(6,561)</b>	<b>(3,414)</b>

## 23 Agency Services

The Council, in partnership with Leicestershire County Council carries out the Decriminalised Parking Enforcement throughout North West Leicestershire which cost £102,064 in 2013/14 (£125,353 - 2012/13).

## 24 Members' Allowances

The total value of Members Allowances paid during the year was £219,434 (£210,684 – 2012/13).

## 25 Officers' Remuneration

The number of employees whose remuneration, including redundancy payments but excluding pension contribution was £50,000 or more in bands of £5,000 were:

<b>2012/13</b>	<b>Remuneration Band</b>	<b>2013/14</b>
No of employees		No of employees
0	£50,000 - £54,999	0
4	£55,000 - £59,999	2
1	£60,000 - £64,999	3
0	£65,000 - £69,999	0
0	£70,000 - £74,999	0
0	£75,000 - £79,999	1
1	£80,000 - £84,999	0
0	£85,000 - £89,999	0
0	£90,000 - £94,999	0
0	£95,000 - £99,999	0
0	£100,000 - £104,999	0
0	£105,000 - £109,999	0
0	£110,000 - £114,999	0
0	£115,000 - £119,999	0
0	£120,000 - £124,999	0
1	£125,000 - £129,999	1

**2013/14 Senior Officers emoluments - salary is between £50,000 and £150,000 per year**

Post holder information (P)	Note	Salary	Bonus	Compensation (loss of emp)	Other	Total ex pension	Employers Pension	Total inc pension
		£	£	£	£	£	£	£
Chief Executive		120,651	0	0	4,403	125,054	23,406	148,460
Director of Services		79,537	0	0	353	79,890	15,430	95,320
Head of Finance		61,359	0	0	0	61,359	11,904	73,263
Head of Legal & Democratic Services		59,201	0	0	0	59,201	11,485	70,686
Head of Community Services		56,201	0	0	2,081	58,282	10,903	69,185
Head of Housing		56,201	0	0	3,813	60,014	10,903	70,917
Head of Regeneration & Planning		63,564	0	0	0	63,564	12,331	75,895
		<b>496,714</b>	<b>0</b>	<b>0</b>	<b>10,650</b>	<b>507,364</b>	<b>96,362</b>	<b>603,726</b>

**2012/13 Senior Officers emoluments - salary is between £50,000 and £150,000 per year**

Post holder information (P)	Note	Salary	Bonus	Compensation (loss of emp)	Other	Total ex pension	Employers Pension	Total inc pension
		£	£	£	£	£	£	£
Chief Executive		120,651	0	0	5,015	125,666	22,200	147,866
Director of Services		77,749	0	0	4,259	82,008	14,306	96,313
Head of Finance		55,538	0	0	295	55,834	10,219	66,053
Head of Legal & Democratic Services		55,767	0	0	743	56,510	10,261	66,771
Head of Community Services		55,122	0	0	2,081	57,203	10,142	67,345
Head of Housing		55,122	0	0	3,052	58,174	10,142	68,316
Head of Planning & Engagement		18,657	0	41,684	200	60,541	3,395	63,936
Head of Regeneration & Planning		13,670	0	0	0	13,670	2,515	16,185
		<b>452,276</b>	<b>0</b>	<b>41,684</b>	<b>15,645</b>	<b>509,605</b>	<b>83,181</b>	<b>592,786</b>

**Note 1:** The Head of Planning & Engagement left on 3/8/12. The annual salary was £54,043.

**Note 2:** The Head of Regeneration & Planning started on 14/1/13. The annual salary was £63,564.

**26 External Audit Costs**

In 2013/2014 North West Leicestershire District Council incurred the following fees relating to external audit and inspection.

2012/13 £'000		2013/14 £'000
	Fees payable with regard to external audit services:-	
(6)	Audit Commission	(9)
66	KPMG	66
	Fees payable for the certification of grant claims and returns:-	
29	Audit Commission	0
11	KPMG	24
<b>100</b>		<b>81</b>

## 27 Grant Income

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

2012/13 £000		2013/14 £000
	<b>Credited to Taxation and Non Specific Grant Income</b>	
6,992	Council Tax Income	6,366
0	Non Domestic Rates	2,014
4,804	Redistributed NDR	0
93	Revenue Support Grant	3,156
141	Council Tax Freeze Grant	56
463	New Homes Bonus	941
0	Council Tax Transition	20
5	Assets of Community Value	8
9	Community Rights to Challenge	9
0	Transparency	3
0	Capital Grants and Contributions	1,335
12,507	<b>Total</b>	13,908
	<b>Credited to Services</b>	
24,981	Housing Benefit Subsidy	19,170
540	Housing Benefit Admin Grant	490
3,690	Decent Homes Backlog Grant	8,500
147	Cost of Collection	146
293	Private Sector Grants	229
336	Supporting People Grant	337
220	Other Grants under £100k each	138
291	Locality Partnerships	361
219	Section 106	0
119	Active Together	138
118	Other Contributions under £100k each	250
30,954	<b>Total</b>	29,759

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

<b>31 March 2013</b> <b>£'000</b>	<b>31 March 2014</b> <b>£'000</b>
<b>Capital Grant Receipts in Advance</b>	
1,163 Affordable Housing	315
520 Recreation/Playground	159
620 Healthcare/PCT	754
5 CCTV	5
48 Police	0
2,356 <b>Total</b>	1,233

## 28 Related Parties

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

Central Government has effective control over the general operations of the Council - it is responsible for providing the statutory framework within which the Council operates, provides the majority of its funding in the form of grants and re-distribution of non-domestic rates, and prescribes the terms of many of the transactions that the Council has with other parties (e.g. housing benefits). Details of transactions with the government are shown below.

It is the nature of local government that the majority of Council Members are heavily involved in the local community through various organisations such as voluntary bodies, societies, groups etc., often as an appointed Council representative. Members' interests are formally disclosed in a register of interests, of which details are available on request.

During the year transactions with related parties arose as follows:

<b>2012/13 (Receipts)/ Payments £'000</b>		<b>2013/14 (Receipts)/ Payments £'000</b>
(25,755)	Central Government Revenue Grants (Benefits/RSG/other grants)	23,849
(293)	Capital Grants (Improvement Grants)	
33,504	Leicestershire County Council - Precept	30,222
1,682	Leicestershire Fire and Rescue	1,660
5,480	Leicestershire Police - Precept	4,943

## 29. Capital Financing Requirement

2012/13 £'000		2013/14 £'000
92,854	<b>Opening Capital Financing Requirement</b>	92,112
	Capital Investment:	
0	Housing Capital Finance (REFCUS)	
6,719	Operational assets	15,587
0	Non-operational assets	
482	Revenue Expenditure Funded from Capital Under Statute	314
	Sources of Finance:	
0	Capital Receipts	
(3,795)	Government grants and other contributions	(9,469)
(4,148)	Revenue provision (including major repairs allowance)	(6,916)
92,112	<b>Closing Capital Financing Requirement</b>	91,628
	Explanation of movements in the year	
(742)	Decrease in underlying need to borrow (unsupported by Government financial assistance)	(484)
(742)	<b>Increase/(decrease) in Capital Financing Requirement</b>	(484)



### 30. Leases

#### Authority as Lessee

#### Finance Leases

The Council has acquired a number of Plant Vehicle and Equipment under finance leases.

The assets acquired under these leases are carried as Property, Plant and Equipment in the Balance Sheet at the following net amounts:

<b>31 March 2013</b> <b>£'000</b>	<b>31 March 2014</b> <b>£'000</b>
0 Other Land and Buildings	0
Vehicles, Plant, Furniture and 135 Equipment	30
135	30

The Authority is committed to making minimum payments under these leases comprising settlement of the long-term liability for the interest in the property acquired by the Authority and finance costs that will be payable by the Authority in future years while the liability remains outstanding. The minimum lease payments are made up of the following amounts:

<b>31 March 2013</b> <b>£'000</b>	<b>31 March 2014</b> <b>£'000</b>
Finance lease liabilities (net present value of minimum lease payments):	
• current	
108 • non current	23
Finance costs payable in future 6 years	1
102 Minimum lease payments	22

The minimum lease payments will be payable over the following periods:

	Minimum Lease Payments		Finance Lease Liabilities	
	31 March 2014 £'000	31 March 2013 £'000	31 March 2014 £'000	31 March 2013 £'000
Not later than one year	22	80	23	85
Later than one year and not later than five years	0	22	0	23
Later than five years	0	0	0	0
	22	102	23	108

## Operating Leases

The Authority has acquired its fleet of refuse collection vehicles by entering into operating leases, with typical lives of seven years.

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

<b>31 March 2013</b> <b>£'000</b>	<b>31 March 2014</b> <b>£'000</b>
85 Not later than one year	40
51 Later than one year and not later than five years	17
0 Later than five years	0
<hr/> 136	<hr/> 57

The expenditure charged to the Cultural, Environmental, Regulatory and Planning Services line in the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

<b>2012/13</b> <b>£'000</b>	<b>2013/14</b> <b>£'000</b>
168 Minimum lease payments	84
0 Contingent rents	0
<hr/> 168	<hr/> 84

### Authority as Lessor

The Authority is not a lessor.

### 31. Termination Benefits

The authority terminated the contracts of a number of employees in 2013/14, incurring liabilities of £15,032.02 (£60,288.64 in 2012/13).

	No. of compulsory redundancies		No. of other agreed departures		Total no. of exit packages by band		Total cost of exit packages by band	
	2013/14	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14	2012/13
£0 - £20,000	5	5	2	2	7	7	£15,032	£18,604
£20,001 - £40,000	0	0	0	0	0	0	£0	£0
£40,001 - £60,000	0	1	0	0	0	1	£0	£41,684
£60,001 - £80,000	0	0	0	0	0	0	£0	£0
£80,001 - £100,000	0	0	0	0	0	0	£0	£0
	5	6	2	2	7	8	£15,032	£60,289

### 32. Pension Schemes Accounted for as Defined Contribution Schemes

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

The authority participates in the Local Government Pension Scheme (LGPS) for employees, which is administered by Leicestershire County Council - this is a funded scheme, meaning that the authority and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets.

We recognise the cost of retirement benefits in the Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make against council tax is based on the cash payable in the year, so the real cost of retirement benefits is reversed out of the Income & Expenditure Account (I & E) after net operating expenditure. The following transactions have been made in the Income and Expenditure Account during the year.

2012/13 £'000		2013/14 £'000
1,844	<b>Net Cost of Services</b>	2,326
0	■ current service cost	0
28	■ Past service costs	0
1,872	■ curtailments	2,326
3,796	<b>Net Operating Expenditure</b>	4,194
(2,780)	■ interest cost	(2,624)
1,016	■ expected return on assets in the scheme	1,570
2,888	<b>Amount charged to Income and Expenditure Account</b>	3,896
(71)	<b>Amounts to be met from Government Grants and</b>	(72)
	■ movement on pension reserve	
1,847	<b>Actual amount charged against General Fund &amp; HRA</b>	1,925
71	■ employers' contributions payable to the scheme	72
	■ unfunded discretionary benefit payments	

The Annual Report of the Leicestershire County Council Superannuation Fund is available from Leicestershire County Council, County Hall, Glenfield, Leicestershire.

Income & Expenditure Account contains details of the Authority's participation in the Local Government Pension Scheme (LGPS), administered by Leicestershire County Council. The following information was supplied by Hymans Robertson LLP on 25th April 2014.

## Employers Membership Statistics

	Average Age	Number		Total Salaries/Pension £'000	
	31 March 2013	26 February 2014	31 March 2013	31 January 2013	31 March 2013
Actives	50	459	464	9,576	9,597
Deferred Pensioners	50	377	366	*	787
Pensioners	67	395	397	*	2,398

\* Actuaries have not provided current figures for the amount of pensions in payment and deferred pensions.

## PAYROLL

	2013/14 £'000	2012/13 £'000
Assumed total pensionable payroll based on contribution information provided	9,651	9,654

## INVESTMENT RETURNS

The return on the fund in market value terms for the year to 31 March 2014 is estimated based on actual fund returns as provided by the Administering Authority and index returns where necessary. Details are given below.

Return for Period 1 April 2013 to 31 March 2014	2.6%
Estimated Return for Period from 1 April 2013 to 31 March 2014	2.6%

## UNFUNDED BENEFITS

A summary of the membership data in respect of Unfunded Benefits is shown below.

LGPS Unfunded Pensions	Number at 26 February 2014	Annual Unfunded Pensions (£'000)
Male	29	60
Female	4	3
Dependants	11	11
<b>TOTAL</b>	<b>44</b>	<b>74</b>

## PROJECTED PENSION EXPENSE FOR YEAR 31/3/2015

Analysis of Projected Amount to be charged to operating profit for the year to 31 March 2015

Year Ended	31/03/2015 £'000	% of pay
Projected Current service cost	2,275	23.8%
Interest on Obligation	4,412	46.1%
Expected Return on Plan Assets	(2,541)	26.50%
Losses /(Gains) on Curtailment and Settlements	0	0.0%
<b>TOTAL</b>	<b>4,146</b>	<b>43.4%</b>

The liabilities show the underlying commitments that the authority has in the long-run to pay retirement benefits. The total liability of £43,381,000 has a substantial impact on the net worth of the Authority as recorded in the balance sheet. However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy. The deficit on the Pension Fund will be made good by increased contributions as assessed by the Actuary.

### BASIS FOR ESTIMATING ASSETS AND LIABILITIES

Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels etc. The LGPS Fund liabilities have been assessed by Hymans Robertson, an independent firm of actuaries, estimates for the Fund being based on the latest full valuation of the scheme as at 31st March 2014.

The main assumptions used in their calculations have been:

2012/13	Assumptions	2013/14
2.8%	Inflation/Pension Increase Rate	2.8%
5.1%	Salary Increase Rate	4.6%
4.5%	Expected Return on Assets	-
4.5%	Discount Rate	4.3%

Assets in the County Council Pension Fund are valued at bid price as required under IAS 19.

Assets Category	2012/13		2013/14	
	Value £'000	Asset Distribution %	Value £'000	Asset Distribution %
Equity Securities	2,148	4	2,179	4
Debt Securities	4,904	8	4,974	8
Private Equity	2,295	4	2,327	4
Real Estate	5,467	9	5,544	9
Investment Funds	42,338	73	42,939	73
Cash & Cash Equivalents	1,326	2	1,346	2
<b>TOTAL</b>	<b>58,478</b>	<b>100</b>	<b>59,309</b>	<b>100</b>

### Mortality

Life Expectancy is based on the Fund's Vitacurves with improvements from 2010 in line with the Medium Cohort and a 1.25% p.a. underpin. Based on these assumptions, the future life expectancies at age 65 are summarised below:

	Males	Females
Current pensioners	22.2	24.3
Future pensioners	24.2	26.6

### Reconciliation of Present Value of the Scheme Liabilities

2012/13 £'000		2013/14 £'000
<b>79,242</b>	<b>Opening Defined Benefit Obligation</b>	<b>93,224</b>
1,844	Current Service cost	2,326
3,796	Interest cost	4,194
630	Contributions by Members	630
10,508	Actuarial losses/(Gains)	5,189
	Past service costs/(Gains)	0
28	Losses/(Gains) on Curtailments	0
(71)	Estimated Unfunded Benefits Paid	(72)
(2,753)	Estimated Benefits Paid	(2,801)
<b>93,224</b>		<b>102,690</b>

## Reconciliation of fair value of employer assets

2012/13 £'000	YEAR ENDED	2013/14 £'000
<b>51,434</b>	<b>Opening Fair Value of Employer Assets</b>	<b>58,478</b>
2,780	Expected Return on Assets	2,624
630	Contributions by Members	630
1,847	Contributions by the Employer	1,925
71	Contributions in respect of Unfunded Benefits	72
4,540	Actuarial losses/(Gains)	(1,547)
(71)	Estimated Unfunded Benefits Paid	(72)
(2,753)	Estimated Benefits Paid	(2,801)
<b>58,478</b>		<b>59,309</b>

## Scheme History

### Amounts for the current and previous accounting periods

YEAR ENDED	2009/10 £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000
Fair Value of Employer Assets	51,062	51,600	51,434	58,478	59,309
Present Value of Defined Benefit Obligation	(88,948)	(71,602)	(79,242)	(93,224)	(102,690)
Surplus/(Deficit)	(37,886)	(20,002)	(27,808)	(34,746)	(43,381)
Experience Gains/(Losses) on Assets	11,288	(1,521)	(3,382)	4,540	(1,547)
Experience Gains/(Losses) on Liabilities	(104)	(675)	(875)	132	(632)
Actuarial Gains/ (Losses) on Employer Assets	11,288	(1,521)	(3,382)	4,540	(1,547)
Actuarial Gains/ (Losses) on Obligations	(32,462)	12,074	(4,193)	(10,508)	(5,189)
Actuarial Gains/ (Losses) recognised in SRIE	(21,174)	10,553	(7,575)	(5,968)	(6,736)

### Notes to the Statement of Recognised Income and Expense (SRIE)

YEAR ENDED	2012/13 £'000	2013/14 £'000
Actuarial Gains/(Losses) on Plan Assets	4,540	(1,547)
Actuarial Gains/ (Losses) on Obligations	(10,508)	(5,189)
<b>Actuarial Gain/ (Loss) Recognised in SRIE</b>	<b>(5,968)</b>	<b>(6,736)</b>
<b>Cumulative Actuarial Gains and Losses</b>	<b>(34,274)</b>	<b>(41,010)</b>

## Balance Sheet

2012/13 £'000	YEAR ENDED	2013/14 £'000
58,478	Fair Value of Employer Assets	59,309
(92,087)	Present Value of Funded Liabilities	(101,505)
(33,609)	Net (Under)/ Overfunding in Funded Plans	(42,196)
(1,137)	Present Value of Funded Liabilities	(1,185)
	Unrecognised Past Service Cost	0
<b>(34,746)</b>	<b>Net Asset/(Liability)</b>	<b>(43,381)</b>
	Amount in the Balance Sheet	
34,746	Liabilities	43,381
	Assets	
<b>34,746</b>	<b>Net Asset/(Liability)</b>	<b>43,381</b>

### 33. Provisions

NWLDC holds two specific provisions. One is to cover the possible repayment of personal search fees £134k, for a group of Property Search Companies who are seeking to claim refunds of fees paid to the Council to access land charges data. They may bring a claim against all English and Welsh local authorities for alleged anti-competitive behaviour.

The second is for NNDR appeals £1,365k (Business Ratepayers who have appealed against their assessment are still required to pay the rates demanded but should their appeal be successful then any sums overpaid will be refunded.

### 34. Nature and Extent of Risks Arising from Financial Instruments

The Borrowings and Investments disclosed in the Balance Sheet are made up of the following categories of Financial Instruments:

2012/13 £'000		2013/14 £'000
	<b><u>FINANCIAL LIABILITIES</u></b>	
89,716	Financial Liabilities at Amortised Cost	92,718
	<b><u>FINANCIAL ASSETS</u></b>	
17,542	Loans and Receivables	24,296

#### Fair Value of Assets and Liabilities carried at Amortised Cost

Financial Liabilities and Financial Assets represented by Loans and Receivables 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:

- No early repayment or impairment is recognised.
- Where an Instrument will mature in the next 12 months, the 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.

An analysis of Long-Term Borrowing and Deferred Liabilities outstanding by maturity is shown below:-

2012/13 £000's	Period of Maturity	2013/14 £000's
987	Maturity in 1 year	2,009
3,041	Maturity in 1 - 2 years	2,087
3,237	Maturity in 2 - 5 years	3,310
21,402	Maturity in 5 - 10 years	21,535
59,843	Maturity in over 10 years	58,582
<b>88,510</b>		<b>87,523</b>

2012/13 has been re-stated due to re-classifying between years

The Fair Values are calculated are as follows:

2012/13			2013/14	
Carrying Amount	Fair Value		Carrying Amount	Fair Value
£'000	£'000		£'000	£'000
89,716	99,933	Financial Liabilities	92,718	94,158
17,542	17,542	Loans and Receivables	24,296	24,296

The Fair Value is represented by the carrying amount as the authority has no material long term investments.

#### Financial Instruments Gains/Losses

There are no Gains/losses recognised in the Income and Expenditure Account or the Statement of Total Recognised Gains and losses in relation to Financial Instruments.

#### Financial Instruments - Nature and Extent of Risk

##### Credit Risk.

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

Prior to the beginning of each financial year, the Council agrees and publishes an Investment Strategy. The Investment Strategy sets out the minimum credit rating criteria for counterparties who are banks and other financial institutions. The Council relies to some extent on credit ratings and utilises the services of a Treasury Consultant to monitor and advise of changes to these ratings.

The minimum credit rating criteria, set out in the Investment Strategy, are kept under constant review. As a result of liquidity problems (the credit crunch) experienced by banks and financial institutions since Autumn 2007, the minimum criteria were increased to provide additional security to the Council's investments. This action had the effect of removing most of the counterparties who had been on the existing list.

As a result of the Council's prudent approach to investment, which places security and liquidity above yield, the Council has never experienced any losses on investments. Nevertheless, theoretical considerations suggest that an investment with any institution carries some risk, albeit very small. The events which could give rise to these risks are rare or unforeseen and it is therefore very difficult to assess and quantify. Subject to these rare or unforeseen risks, the assessment that the maximum exposure is nil is considered to be a practical and pragmatic assessment.

The Council has £4,283,822 of General Debtors, for which a provision for doubtful debts of £852,354 has been made.

##### Liquidity Risk.

As the Authority has ready access to funds from the Public Works Loan Board, there is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. Instead, the risk is that the authority will be bound to replace a significant proportion of its borrowings at a time of unfavourable interest rates. The Council's strategy is to ensure an even maturity debt profile to mitigate against this risk.



### Market Risk.

### Interest Rate Risk.

The authority is not exposed to significant risk in terms of exposure to interest rate movement on its borrowings. However, a change in interest rates could impact upon the Council's investment income. For example an increase in rates would have the following effect:

- a) investments at variable rates – the interest income credited to the Income and Expenditure Account will rise;
- b) investments at fixed rates – the fair value of the assets will fall.

### Price Risk.

The authority does not invest in equities and is therefore not exposed to this risk.

## **35. Building Control Charges**

The Building (Local Authority Charges) Regulations 2010 requires the disclosure of information regarding the setting of charges for the administration of the building control function. However the Building Control service cannot charge for building work solely required for disabled persons. The overriding objective is to ensure the chargeable account recovers costs for the chargeable functions.

<b>2012/13 £'000</b>		<b>2013/14 £'000</b>
	<b>Chargeable Work</b>	
156	Expenditure	164
(130)	Income	(186)
26	(Surplus) / Deficit	(22)
	<b>Non-Chargeable Work</b>	
99	Expenditure	101
(1)	Income	(2)
98	(Surplus) / Deficit	99

## **36. Jointly Controlled Partnerships**

The Council has entered into a partnership with Hinckley and Bosworth Borough Council and Harborough District Council to provide shared administration of Revenues and Benefits. The partners have an agreement in place for funding these services which runs for 5 years from 6th April 2011. The Partnership is currently hosted by Hinckley and Bosworth Borough Council on behalf of the other partners.

All partners contribute towards the operation of the partnership which is classified as a Jointly Controlled Operation. On this basis, each partner accounts for their share of contributions within their Statement of Accounts. The funding provided by Northwest Leicestershire District Council in 2013/14 was £1.16 million.

## Leicester and Leicestershire Business Rates Pool

The Local Government Finance Act 2012 introduced the business rates retention system from 1 April 2013. The new arrangements enable local authorities to retain a proportion of the business rates generated in their area. Billing authorities collect rates on behalf of Central Government (50%), Major Preceptors – Leicestershire County Council (9%) and the Leicestershire Fire and Rescue Service (LFRS)(1%) – and themselves (40%).

The Government calculated two “baselines” for each local authority – a funding baseline and a rates baseline. Where the funding baseline is higher than the rates baseline (as is the case for the County Council) the authority requires a “top-up” and is not subject to a levy on any business rates growth. Where an authority’s rates baseline is higher than its funding baseline, the authority is in a “tariff” position and will contribute to a central fund which is redistributed to “top-up” authorities.

“Tariff” authorities are subject to a levy on any real terms growth in business rates at a maximum rate of 50%. In non-pooled areas the tariff is payable to the Government and will be used to fund “safety net” payments to authorities which have seen significant reductions in business rates income. The safety net is currently activated if retained rates fall below 92.5% of the funding baseline for the authority.

Authorities were invited to form pools. For tariff and top-up purposes and also regarding levy and safety net calculations, the Government treats a pool as if it were a single entity.

The County Council along with Leicester City Council, the LFRS and all Leicestershire District Councils agreed to operate a pooling agreement for business rates levies and safety net payments for 2013/14; the Leicester and Leicestershire Pool (LLP). The County Council was the lead authority for the LLP. The Pool was in a net top-up position, meaning that it could not be subject to a levy to the Government; a safety net position was technically feasible but given the scale of loss that would have to be suffered was unlikely to arise.

The Pool was based on a “no better, no worse” position, with District Councils paying any levies into the Pool and any safety net payments being made from the Pool. Any remaining net income from the Pool was to be used to provide a £0.4m contingency for future safety nets and any further income above that level was to be passed to the Leicester and Leicestershire Economic Partnership (LLEP).

Overall the Pool achieved a net surplus of £0.7m for 2013/14. The summary table is shown below:

	Funding Baseline £m	Rates Baseline £m	Retained Rates £m	Levy £m	Safety Net £m
Blaby	1.9	15.2	15	0	0.1
Charnwood	3.8	17.2	16.6	0	0.3
Harborough	1.5	13	14.8	0.9	0
Hinckley & Bosworth	2.3	10.9	11.3	0.2	0
Melton	1.2	5	5.1	0.1	0
NW Leicestershire	2.1	18.3	18.2	0	0
Oadby & Wigston	1.3	4.7	4.6	0	0.1
Total	14.1	84.3	85.6	1.2	0.5
Net gain					0.7

The surplus at the end of 2013/14 will be distributed in agreement with the LLP partners.

Due to uncertainties over Government policy changes and the level of potential appeal losses, the LLP partners decided not to continue with the Pool in 2014/15 and to review the position again for 2015/16.

## HOUSING REVENUE ACCOUNT (HRA)

### HOUSING INCOME AND EXPENDITURE ACCOUNT

2012/13			NOTES	2013/14	
£'000	£'000		£'000	£'000	
	(15,235)	<b>INCOME</b>			
(87)		Rents - Dwellings	H4	(85)	(15,757)
(13)		Rents - Garages / Sites		(13)	
(6)		Rents - Shops		(4)	
	(106)	Rents - Other			(102)
	(471)	Charges for Services and Facilities			(419)
	(337)	Supporting People Grant			(337)
	(3,690)	Decent Homes Backlog Grant			(8,500)
	(41)	Housing Subsidy Payments from the National Pool	H10		0
	(24)	Other Income			(2)
	<b>(19,904)</b>	<b>TOTAL INCOME</b>			<b>(25,117)</b>
		<b>EXPENDITURE</b>			
	3,887	Repairs & Maintenance			4,821
		Supervision & Management			
		- General		2,118	
2,003		- Special		503	
482					
	2,485	Capital Charges			2,621
	5,582	- Depreciation & Impairment of Fixed Assets	H8/9		3,425
	90	Increase in provision for Bad or Doubtful Debts			224
	1	Debt Management Expenses			1
	<b>12,045</b>	<b>TOTAL EXPENDITURE</b>			<b>11,092</b>
	<b>(7,859)</b>	<b>NET COST OF HRA SERVICES INCLUDED IN INCOME &amp; EXPENDITURE ACCOUNT</b>			<b>(14,025)</b>
	201	Housing Share of Corporate & Democratic Costs			207
	0	Housing Share of other amounts included in the whole authority cost of services but not allocated to specific services			26
	<b>(7,658)</b>	<b>NET COST OF HRA SERVICES</b>			<b>(13,792)</b>
	494	(Gain) or Loss on Sale of HRA Fixed Assets			1,700
	2,440	Interest Payable & Similar Items			2,415
	(24)	Interest on Balances			(36)
	24	Amortisation of Premiums & Discounts			19
	0	Interest on Sale of Council Houses			0
	<b>(4,724)</b>	<b>(SURPLUS)/DEFICIT ON HRA SERVICES</b>			<b>(9,694)</b>

<b>STATEMENT OF MOVEMENT ON THE HRA BALANCE</b>		
<b>2012/13 £'000</b>		<b>2013/14 £'000</b>
(4,724)	Deficit on Housing Income and Expenditure Account	(9,694)
2,785	Amounts Required by Statute to be Taken into Account (detailed below)	8,185
(1,939)		(1,509)
(1,820)	HRA Balance Brought Forward	(3,759)
(3,759)	HRA Balance Carried Forward	(5,268)

<b>ANALYSIS OF THE MOVEMENT IN THE HRA BALANCE</b>			
<b>2012/13 £'000</b>	<b>Amounts Required to be Taken Into Account</b>	<b>2013/14</b>	<b>£'000</b>
	Items included in the HRA Income and Expenditure Account but excluded from the movement on HRA balance for the year		
(494)	Gain or (Loss) on Sale of HRA Fixed Assets		(1,700)
(20)	Employee Benefits adjustment		(1)
(389)	Net charges for retirement benefits in accordance with IAS 19		(474)
(8,390)	Impairment/Revaluation of Fixed Assets		(2,245)
3,164	Decent Homes Backlog Grant Financing		8,500
(6,129)			4,080
	Items not included in the HRA Income and Expenditure Account but included in the movement on HRA balance for the year		
6,728	Transfer To/(From) Major Repairs Reserve		2,806
(20)	Right to Buy Admin Contribution		(47)
382	Employer's contributions payable to Leicestershire County Council Pension Fund		382
965	Principal Repaid on Self Financing Loans		987
24	Capital Expenditure funded by the HRA		776
835	Transfer To/(From) Reserves		(799)
8,914			4,105
2,785	Net additional amount required by statute to be debited or (credited) to the HRA balance for the year		8,185

# NOTES TO THE HOUSING REVENUE ACCOUNT (HRA)

## H1 MOVEMENT IN DWELLING STOCK

The Council was responsible for managing an average of 4,308 dwellings during 2013/2014. The movement in the stock was as follows:-

2012/13		2013/14
4,370	Stock at 1st April	4,330
(15)	Less: Right to buy Sales	(36)
0	Less: Other Sales	(14)
0	Less: Demolitions	0
(37)	Less: Transfers out of stock	(25)
0	Less: Conversions	0
12	Add: Transfers back into stock	30
<b>4,330</b>		<b>4,285</b>

## H2 PROPERTY TYPES IN DWELLING STOCK

The properties owned by the Council at 31st March 2014 comprise the following:-

	Flats/Maisonette	Bungalows	Houses	Total
<b>In stock</b>				
Bed sits	57	4	0	61
1 Bedroom	504	325	0	829
2 Bedroom	339	472	395	1,206
3 Bedroom	6	7	2,028	2,041
4 Bedroom	0	0	144	144
5 Bedroom	0	0	4	4
	<b>906</b>	<b>808</b>	<b>2,571</b>	<b>4,285</b>
<b>Transferred out of stock</b>				
Bed sits	32	0	0	32
1 Bedroom	49	0	0	49
2 Bedroom	7	3	8	18
3 Bedroom	4	0	24	28
4 Bedroom	0	0	2	2
5 Bedroom	0	0	0	0
	<b>92</b>	<b>3</b>	<b>34</b>	<b>129</b>
<b>Total</b>	<b>998</b>	<b>811</b>	<b>2,605</b>	<b>4,414</b>

The dwellings transferred out of stock are mainly long term empty properties. However, they are still owned by the Council and are included in the value shown in note H3 below.

## H3 BALANCE SHEET VALUE OF AUTHORITY'S HOUSING REVENUE ACCOUNT STOCK

2012/13 Balance £'000		2013/14 Balance £'000
141,207	Dwellings (inc garages)	150,497
482	Other Land and Buildings	494
<b>141,689</b>	<b>OPERATIONAL ASSETS</b>	<b>150,991</b>
1,046	Surplus Assets	802
<b>1,046</b>	<b>NON-OPERATIONAL ASSETS</b>	<b>802</b>
<b>142,735</b>	<b>TOTAL ASSETS</b>	<b>151,793</b>

The vacant possession value of dwellings within the Authority's HRA and Garages as at 31st March 2014 was £441,401,200 (31st March 2013 £412,998,500). The vacant possession value of the dwellings within the HRA show the economic cost to Government of providing Council Housing at less than open market rents.

#### H4 RENT INCOME

This is the total rent income due for the year after an allowance is made for empty properties/voids etc. Average rents were £71.81 per week in 2013/14 (£67.80 2012/13) there being an average increase of 5.91% (8.75% 2012/13) over the previous year. During the year 2.06% ( 0.84% 2012/13) of rentable properties were vacant.

Rent income can be analysed as follows:-

2012/13 £'000		2013/14 £'000
7,023	Collectable from Tenants	7,687
8,212	Rent Rebates	8,070
15,235		15,757
106	Non - Dwelling Rents	102
<b>15,341</b>		<b>15,859</b>

#### H5 RENT ARREARS

During the year total rent arrears, as a proportion of gross rent income were 1.76% (2.11% 2012/13). The arrears figures are as follows:-

2012/13 £'000		2013/14 £'000
441	Total Current and Former Tenant Arrears	480
(110)	Less: Accounts in credit	(191)
331	Net Arrears	289

Amounts written off during the year were £39,011 (£28,780 - 2012/13). At 31st March the Provision for doubtful debts stood at £381,230 (£320,618 - 2012/13).

#### H6 MAJOR REPAIRS RESERVE

2012/13 £'000		2013/14 £'000
(1,656)	Balance at 1st April	(2,961)
2,734	Amounts transferred to Reserve during year	(1,180)
	Amounts transferred from Reserve to finance Capital	
	Expenditure:	
2,689	Dwellings	4,951
0	Other Property	0
(6,728)	Depreciation in excess of / (less than) MRA	(2,806)
<b>(2,961)</b>	<b>Balance at 31st March</b>	<b>(1,996)</b>

## H7 CAPITAL EXPENDITURE & RECEIPTS

Total Capital Expenditure within the authority's HRA during the financial year was £14,227,247 (dwellings £,14.193,997 and Other Property £33,250) . The sources of funding are shown below:

2012/13 £'000		2013/14 £'000
2,689	Major Repairs Reserve	4,951
3,164	Decent Homes Backlog Grant 2012/13	526
0	Decent Homes Backlog Grant 2013/14	8,500
24	Revenue Contribution	250
30	Other Contributions	0
<b>5,907</b>		<b>14,227</b>

Total Capital Receipts from disposals of Council Dwellings within the authority's HRA. stock during the financial year were £ 1,697,500. Receipts totalling £325,000 were received from sales of land or other property during the financial year.

## H8 DEPRECIATION OF HRA FIXED ASSETS

2012/13 £'000		2013/14 £'000
(2,834)	Dwellings (excl. garages)	1,134
44	Other Land and Buildings	46
<b>(2,790)</b>	<b>OPERATIONAL ASSETS</b>	<b>1,180</b>

## H9 IMPAIRMENT OF HRA FIXED ASSETS

2012/13 £'000		2013/14 £'000
8,490	Dwellings (excl. garages)	2,244
47	Other Land and Buildings	55
<b>8,537</b>	<b>OPERATIONAL ASSETS</b>	<b>2,299</b>

## H10 HRA SUBSIDY

The National Housing Subsidy regime ceased on 31st March 2012, this has now been replaced by the new 'self financing' arrangements for Local Authority Housing Revenue Accounts.

2012/13 £'000		2013/14 £'000
0	Management & Maintenance	0
0	Major Repairs Allowance	0
0	Charges for Capital	0
0	Interest on Receipts	0
0	Guideline Rent Income	0
<b>0</b>	<b>Housing element entitlement</b>	<b>0</b>
41	Prior year adjustment	0
<b>41</b>	<b>H.R.A. SUBSIDY ENTITLEMENT</b>	<b>0</b>

## COLLECTION FUND

### COLLECTION FUND INCOME AND EXPENDITURE ACCOUNT

2012/13 £'000		2013/14	
		£'000	£'000
	<b>INCOME</b>		
(42,584)	Council Tax (Net of benefits, discounts for prompt payment and transitional relief)		(44,199)
(5,686)	Transfers from General Fund:-		
	- Council Tax Benefit		53
	- CTLS Discretionary		(7)
(45,399)	Business Ratepayers		(48,729)
(93,669)			(92,882)
	<b>EXPENDITURE</b>		
	Council Tax Precepts and Demands:-		
33,504	Leicestershire County Council	30,222	
5,480	Leicestershire Police	4,943	
1,682	Leicestershire Fire and Rescue	1,660	
6,937	N.W.L.D.C. (including Parish and Special Expenses)	6,262	
232	Contribution towards previous year's surplus	115	
108	Provision for bad/doubtful debts:- Write Offs	138	
184	Provision for bad/doubtful debts:- Provision	205	
48,127			43,545
	Non-Domestic Rates (NDR):		
44,903	Payment to National Pool	0	
0	Share of NDR - Leicestershire Pool	20,712	
0	Share of NDR - Government	22,555	
0	Share of NDR - N.W.L.D.C.	1,842	
564	Provision for bad/doubtful debts:- Write Offs	135	
(215)	Provision for bad/doubtful debts:- Provision	359	
0	Provision for appeals	3,413	
147	Costs of Collection	146	
45,399			49,162
93,526			92,707
(143)	Movement on fund - (Surplus)/Deficit for the year - Council Tax		(609)
	Movement on fund - (Surplus)/Deficit for the year - NDR		433
(156)	Collection Fund Balance at 1st April 2013 - Council Tax		(299)
0	Collection Fund Balance at 1st April 2013 - NDR		0
(299)	<b>Collection Fund Balance at 31st March 2014 - Council Tax</b>		(908)
	<b>Collection Fund Balance at 31st March 2014 - NDR</b>		433



# NOTES TO THE COLLECTION FUND

## C1 GENERAL

This Collection Fund is an agent's statement that reflects the statutory obligation for billing authorities to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection from taxpayers and distribution to local authorities and the Government of council tax and non-domestic rates.

## C2 COUNCIL TAX

The Council's tax base i.e. the number of chargeable dwellings in each valuation band (adjusted for dwellings where discounts apply) converted to an equivalent of band D dwellings, was calculated as follows:-

Band	Estimated number of taxable properties after effect of discounts	Ratio	Band 'D' Equivalent Dwellings
A	6,413	6/9	4,275
B	9,589	7/9	7,458
C	5,792	8/9	5,148
D	5,006	9/9	5,006
E	3,180	11/9	3,887
F	1,269	13/9	1,833
G	795	15/9	1,325
H	41	18/9	81
	32,084		29,013
<b>Less: 2% Allowance for Valuation Appeals &amp; Irrecoverables.</b>			582
<b>COUNCIL TAX BASE for 2013/14</b>			<b>28,431</b>

## C3 INCOME FROM BUSINESS RATEPAYERS

The Council collects Non-Domestic Rates for its area which are based on local rateable values multiplied by a uniform rate. The total amount, less certain reliefs and other deductions, is paid to a central pool (the NNDR pool) managed by Central Government, which in turn redistributes the pool back to local authorities general fund.

The total Non-Domestic Rateable Value at the 31st March 2014, was £116,540,814 (£111,219,186 - 31st March 2013).

The National Non-Domestic multiplier for the year was 47.1p ( 45.8p - 2012/2013).

The Small Business Rate Multiplier was 46.2p (45.0p - 2012/13).

## C4 PROVISIONS

A new provision for the Councils share of potential cost of settling outstanding business rates appeals has been created as a result of the introduction of the new Business Rates Retention Scheme. As part of the new business rates retention scheme billing authorities acting as agents on behalf of major preceptors (10%) and central government (50%) and themselves are required to make a provision for refunding ratepayers who have appealed against the rateable value of their properties. Although under the scheme, the Council is able to retain a larger share of business rates locally it also now bears the risks and uncertainties linked to the level of rateable value appeals. The Council has made a provision of £1.365m in its accounts.

## SPECIAL EXPENSES ACCOUNT

2012/13 £		2013/14	
		£	£
<b>COALVILLE URBAN DISTRICT AREA</b>			
51,848	Balance brought forward	52,039	
407,481	Collection Fund Precept	350,368	
0	Localisation Grant	66,392	
459,329			468,799
<b>EXPENDITURE</b>			
357,724	Parks, Open Spaces & Allotments	358,713	
38,468	Burial Grounds	23,345	
98,508	Other Expenses	90,305	
10,000	R.C.C.O.	10,000	
(98,001)	Asset Management Revaluation Account	(99,083)	
(3,926)	Impairment	3,137	
0	Other Adjustments	(2,984)	
4,517	Contribution to Ear-Marked Reserves	4,294	
407,290			387,727
<b>52,039</b>	Balance carried forward		<b>81,072</b>
<b>HUGGLESCOTE</b>			
7,421	Balance brought forward	10,860	
66,887	Collection Fund Precept	60,479	
0	Localisation Grant	11,261	
74,308			82,600
<b>EXPENDITURE</b>			
49,836	Parks, Open Spaces & Allotments	50,016	
16,029	Burial Grounds	21,030	
4,410	Other Expenses	4,020	
(10,582)	Asset Management Revaluation Account	(10,581)	
1	Impairment	0	
0	Other Adjustments	(543)	
3,754	Contribution to Ear-Marked Reserves	3,580	
63,448			67,522
<b>10,860</b>	Balance carried forward		<b>15,078</b>
<b>WHITWICK</b>			
21,026	Balance brought forward	16,185	
166,052	Collection Fund Precept	150,208	
0	Localisation Grant	20,622	
187,078			187,015
<b>EXPENDITURE</b>			
125,976	Parks, Open Spaces & Allotments	129,192	
28,808	Burial Grounds	19,537	
4,340	Other Expenses	7,767	
(671)	Asset Management Revaluation Account	(672)	
0	Other Adjustments	(1,341)	
12,440	Contribution to Ear-Marked Reserves	9,252	
170,893			163,735
<b>16,185</b>	Balance carried forward		<b>23,280</b>
<b>COLEORTON PARISH AREA</b>			
585	Balance brought forward	213	
2,788	Collection Fund Precept	2,644	
0	Localisation Grant	516	
3,373			3,373
<b>EXPENDITURE</b>			
1,130	Parks & Open Spaces	1,280	
2,030	Burial Grounds	2,030	3,310
<b>213</b>	Balance carried forward		<b>63</b>
<b>MEASHAM PARISH AREA</b>			
221	Balance brought forward	149	
1,728	Collection Fund Precept	1,524	
0	Localisation Grant	276	
1,949			1,949
<b>EXPENDITURE</b>			
1,800	Burial Grounds		1,849
<b>149</b>	Balance carried forward		<b>100</b>

## SPECIAL EXPENSES ACCOUNT CONT'D

2012/13 £		2013/14	
		£	£
<b>STRETTON-EN-LE-FIELD</b>			
243	Balance brought forward	37	
1,084	Collection Fund Precept	1,027	
0	Localisation Grant	263	
1,327			1,327
	<b>EXPENDITURE</b>		
1,290	Burial Grounds		1,290
<b>37</b>	Balance carried forward		<b>37</b>
<b>OSGATHORPE</b>			
327	Balance brought forward	322	
335	Collection Fund Precept	315	
0	Localisation Grant	25	
662			662
	<b>EXPENDITURE</b>		
340	Parks & Open Spaces		340
<b>322</b>	Balance carried forward		<b>322</b>
<b>LOCKINGTON / HEMINGTON</b>			
1,136	Balance brought forward	1,143	
2,787	Collection Fund Precept	2,588	
0	Localisation Grant	192	
3,923			3,923
	<b>EXPENDITURE</b>		
1,010	Parks & Open Spaces	1,010	
1,770	Burial Grounds	2,610	3,620
<b>1,143</b>	Balance carried forward		<b>303</b>
<b>KEGWORTH</b>			
304	Balance brought forward	278	
374	Collection Fund Precept	342	
0	Localisation Grant	58	
678			678
	<b>EXPENDITURE</b>		
400	Parks & Open Spaces		400
<b>278</b>	Balance carried forward		<b>278</b>
<b>RAVENSTONE</b>			
258	Balance brought forward	244	
326	Collection Fund Precept	303	
0	Localisation Grant	37	
584			584
	<b>EXPENDITURE</b>		
340	Parks & Open Spaces		340
<b>244</b>	Balance carried forward		<b>244</b>
<b>OAKTHORPE &amp; DONISTHORPE</b>			
573	Balance brought forward	456	
3,553	Collection Fund Precept	3,157	
0	Localisation Grant	513	
4,126			4,126
	<b>EXPENDITURE</b>		
3,670	Parks & Open Spaces		3,670
<b>456</b>	Balance carried forward		<b>456</b>
<b>APPLEBY MAGNA</b>			
0	Balance brought forward	0	
0	Collection Fund Precept	1,429	
0	Localisation Grant	121	
0			1,550
	<b>EXPENDITURE</b>		
0	Parks & Open Spaces		1,550
<b>0</b>	Balance carried forward		<b>0</b>

## GLOSSARY OF MAIN FINANCIAL TERMS

**AMORISATION** – a reduction in the value of an intangible asset over time, due to wear and tear.

**BUDGET** - a statement defining the council's policies over a specified period in terms of finance. Budgets usually include statements about the use of other resources (e.g. numbers of staff) and provide some information on performance measures.

**BUDGET REQUIREMENT** - the estimated revenue expenditure on general fund services that needs to be financed from the council tax after deducting income from fees and charges, certain specific grants and any funding from reserves. It is used to decide the criteria for capping local authority revenue expenditure.

**CAPITAL EXPENDITURE (or capital spending)** - section 40 of the *Local Government and Housing Act 1989* defines 'expenditure for capital purposes'. This includes spending on the acquisition of assets either directly by the local authority or indirectly in the form of grants to other persons or bodies. Expenditure that does not fall within this definition must be charged to a revenue account.

**CAPITAL RECEIPTS** - the proceeds from the disposal of land or other assets. Capital receipts can be used to finance new capital expenditure within rules set down by the Government, but they cannot be used to finance revenue expenditure.

**COLLECTION FUND** - a statutory fund maintained by a billing authority, which is used to record local taxes and non-domestic rates collected by the authority, along with payments to precepting authorities, the national pool of non-domestic rates and its own general fund.

**CONTINGENCY** - money set aside in the budget to meet the cost of unforeseen items of expenditure, or shortfalls in income, and to provide for inflation where this is not included in individual budgets.

**CONTINGENT LIABILITY** – Money that may be owed, but the exact amount is unclear.

**COUNCIL TAX** - the main source of local taxation to local authorities. Council tax is levied on households within its area by the billing authority and the proceeds are paid into its Collection Fund for distribution to precepting authorities and for use by its own General Fund.

**COUNCIL TAX BENEFIT** - assistance provided by billing authorities to adults on low incomes to help them pay their council tax bill. The cost to authorities of council tax benefit is largely met by government grant.

**CURRENT EXPENDITURE** - running costs, including employee costs, premises costs and supplies and services, but not including debt charges.

**DEFERRED CHARGE** – Spending on an asset that has a lasting value but is not owned e.g. improvement grants.

**DEPRECIATION** – A measure of the wearing out, consumption, or other reduction in the useful life of a fixed asset.

**EARMARKED RESERVE** – Money set aside for a specific purpose.

**ESTIMATES** - the amounts expected to be spent, or received as income, during an accounting period. The term is also used to describe detailed budgets, which are either being prepared for the following year, or have been approved for the current year.

**original estimate** - the estimates for a financial year approved by the council before the start of the financial year.

**revised estimate** - an updated revision of the estimates for a financial year.

**supplementary estimate** - an amount, which has been approved by the authority, to allow spending to be increased above the level of provision in the original or revised estimates.

**EXTERNAL AUDIT** - the independent examination of the activities and accounts of local authorities to ensure the accounts have been prepared in accordance with legislative requirements and proper practices and to ensure the authority has made proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

**FEES AND CHARGES** - income raised by charging users of services for the facilities. For example, local authorities usually make charges for the use of leisure facilities, the collection of trade refuse, etc.

**FINANCE LEASE** - a lease, usually of land, or land and buildings, which is treated in the Government's capital control system as a credit arrangement as if it were similar to borrowing. Other types of lease are termed 'operating leases'.

**FINANCIAL REGULATIONS** - a written code of procedures approved by the authority, intended to provide a framework for proper financial management. Financial regulations usually set out rules on accounting, audit, administrative procedures and budgeting systems.

**GENERAL FUND** - the main revenue fund of a billing authority. Day-to-day spending on services is met from the fund. Spending on the provision of housing, however, must be charged to a separate Housing Revenue Account.

**HOUSING BENEFIT** - an allowance to persons on low income (or none) to meet, in whole or part, their rent. Benefit is allowed or paid by local authorities but central government refunds part of the cost of the benefits and of the running costs of the service to local authorities. Benefit paid to the authority's own tenants is known as **rent rebate** and that paid to private sector tenants as **rent allowance**. See also **Council Tax Benefit**.

**HOUSING REVENUE ACCOUNT (HRA)** - local authorities are required to maintain a separate account - the HRA - which sets out the expenditure and income arising from the provision of housing. Other services are charged to the General Fund.

**HRA SUBSIDY** - a government grant paid to some housing authorities towards the cost of providing, managing and maintaining dwellings and paying housing benefits to tenants.

**IAS 19** – A statement of recommended practice to account for the cost of pensions.

**IFRS** – International Financial Reporting Standards

**IMPAIRMENT** – A reduction in the value of an asset, arising (for example) from a significant reduction in Market Value.

**LOBO** – A commercial loan method of borrowing, which gives options for both parties – ("Lenders options; borrowers options").

**MINIMUM REVENUE PROVISION (MRP)** - the minimum amount which must be charged to an authority's revenue account each year and set aside as provision for credit liabilities, as required by the *Local Government and Housing Act 1989*.

**NATIONAL NON-DOMESTIC RATE (NNDR)** - a levy on businesses, based on a national rate in the pound set by the Government multiplied by the 'rateable value' of the premises they occupy. NNDR is collected by billing authorities on behalf of central government and then redistributed among all local authorities and police authorities on the basis of population. Also known as 'business rates', the 'uniform business rate' and the 'non-domestic rate'.

**NET EXPENDITURE** - gross expenditure less specific service income, but before deduction of Revenue Support Grant.

**NON-RECURRING** - items that are in a budget for one year only.

**OPERATING LEASE** - a type of lease, usually of computer equipment, office equipment, furniture, etc which is similar to renting and which does not come within the Government's capital control system. Ownership of the asset must remain with the lessor for a lease to be classed as an operating lease.

**OUTTURN** - actual income and expenditure in a financial year.

**PENSION FUND** - an employees' pension fund maintained by an authority, or group of authorities, in order to make pension payments on retirement of participants. It is financed from contributions from the employing authority, the employee and investment income.

**PRECEPT** - the levy made by precepting authorities on billing authorities, requiring the latter to collect income from council tax payers on their behalf.

**PRECEPTING AUTHORITIES** - those authorities which are not billing authorities, i.e. do not collect the council tax and non-domestic rate. County councils, police authorities and joint authorities are 'major precepting authorities' and parish, community and town councils are 'local precepting authorities'.

**PROVISIONS AND RESERVES** - amounts set aside in one year to cover expenditure in the future. Provisions are for liabilities or losses which are likely or certain to be incurred, but the amounts or the dates on which they will arise are uncertain. Reserves are amounts set aside which do not fall within the definition of provisions and include general reserves (or 'balances'), which every authority must maintain as a matter of prudence.

**PUBLIC WORKS LOAN BOARD (PWLB)** - a central government agency which provides long- and medium-term loans to local authorities at interest rates only slightly higher than those at which the Government itself can borrow. Local authorities are able to borrow a proportion of their requirements to finance capital spending from this source.

**REVENUE SUPPORT GRANT (RSG)** - a grant paid by central government to aid local authority services in general, as opposed to specific grants, which may only be used for a specific purpose. The grant makes up the difference between expenditure at SSA and the amount which would be collected in council tax for that level of expenditure (CTSS) and the amount of non-domestic rate redistributed.

**SECTION 137 EXPENDITURE** - under Section 137 of the *Local Government and Housing Act 1972*, local authorities are allowed to spend a limited amount to do things they are not otherwise empowered to do, but which they consider to be in the interests of residents.

**SPECIFIC GRANTS** - the term used to describe all government grants - including supplementary and special grants - to local authorities other than RSG, capital grants and HRA subsidy. Not to be confused with specified capital grants.

**SPECIFIED CAPITAL GRANT (SCG)** - certain government grants towards capital spending, for example house renovation grants. Local authorities must apply a special accounting treatment to these grants, i.e. reduce their credit approvals by the amount of the grant received. SCGs all relate to housing.

**ULTRA VIRES** - local authorities are empowered to do only those things authorised by statute. If they do anything not authorised by statute, that action is said to be ultra vires (i.e. beyond their powers).

**VALUE FOR MONEY (VFM)** - a much-used term that describes a service or product that demonstrates a good balance between its cost, quality and usefulness to the customer. A VFM audit takes into account the economy, efficiency and effectiveness (known as the 'three Es') of a local authority service, function or activity.

**VIREMENT** - the permission to spend more on one budget head when this is matched by a corresponding reduction on some other budget head, i.e. a switch of resources between budget heads. Virement must be properly authorised by the appropriate committee or by officers under delegated powers.

## **COUNCIL'S VISION**

North West Leicestershire will be a place where people and businesses feel they belong and are proud to call home

North West Leicestershire District Council,  
Council Offices, Whitwick Road, Coalville,  
Leicestershire, LE67 3FJ.

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