



Exeter City Council

STATEMENT OF ACCOUNTS

2012-2013

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EXPLANATORY FOREWORD

1. THE KEY ACCOUNTING STANDARDS AND STATEMENTS

The Statement of Accounts for 2012-13 have been prepared in accordance with the “Code of Practice on Local Authority Accounting in the United Kingdom” published by the Chartered Institute of Public Finance and Accountancy.

The purpose of the Statement of Accounts is to give the electors, local taxpayers, members of the authority and other interested parties clear information about the Council’s finances. They should inform readers of:

- The cost of services provided by the Council in the year 2012-13
- How the services were paid for
- The Council’s assets and liabilities at the year end

The four main statements in the accounts are the Movement in Reserves Statement, the Comprehensive Income and Expenditure Account, the Balance Sheet and the Cashflow Statement and they are shown together, with the notes to those statements following as one set. The rest of the statements follow these notes.

There have been a number of changes to the Code of Practice in 2012-13, which affect the accounts of the Council :

- The Code has been updated to reflect the accounting implications resulting from the implementation of the self-financing scheme for Housing;
- The first phase of the IASB’s new Conceptual Framework for Financial Reporting 2012 has been adopted;
- Guidance has been added in respect of the new Financial Instruments disclosures;
- A number of other small amendments have been made to code.

EXPLANATORY FOREWORD

The main financial statements are described below, setting out the purpose of each statement. A statement of accounting policies, appropriate notes and a glossary of terms provide readers with further information to support the accounts.

Movement in Reserves Statement

Shows the movement in each of the usable and unusable reserves of the Council during the year.

Comprehensive Income & Expenditure Statement (CIES)

Sets out the expenditure and income for the year of all of the Council's revenue services and functions and the other unrealised gains & losses to demonstrate how the net worth shown in the Balance Sheet has moved year on year.

The Consolidated Balance Sheet

Summarises the overall financial position of the Council at 31st March 2013 showing its assets, liabilities and reserves.

Cashflow Statement

Summarises all of the inflows and outflows of cash arising from transactions with third parties for both revenue and capital purposes.

Housing Revenue Account Income & Expenditure Statement

The HRA reflects the statutory obligation to account separately for the Council's provision of housing. It shows the major elements of housing revenue expenditure and how these are met by rents and other income.

Movement on the Housing Revenue Account Statement

This shows how the surplus or deficit for the year reconciles to the movement on the Housing Revenue Account Balance for the year.

Collection Fund

This shows the transactions in relation to the Business Rates and collection of the Council Tax, indicating how the amounts collected are distributed to Devon County Council, Devon and Cornwall Police Authority, Devon & Somerset Fire and Rescue Service and Exeter City Council.

EXPLANATORY FOREWORD

Group Accounts

These consolidate the accounts of Exeter City Council, Exeter Canal and Quay Trust Ltd and Exeter Business Centre Ltd. The Council has a 100% shareholding in both. In 2012-13, the Council's interest in Exeter Science Park is also shown in the accounts. The Group Accounts set out a Group Movement in Reserves Statement, Group Comprehensive Income and Expenditure Statement, Group Balance Sheet and Group Cashflow Statement.

Annual Governance Statement

The Annual Governance Statement provides assurance that:

- Governance arrangements are adequate and operating effectively in practice, or
- Where reviews of the governance arrangements have revealed gaps, action is planned that will ensure effective governance in future.

2. PENSION FUND

To comply with IAS 19, the Actuary has reviewed the performance of the Pension Fund, managed by Devon County Council. The analysis has shown that during 2012-13, Exeter's fund deficit has increased from £69.606 million to £73.738 million, an increase of £4.132 million. This is due to a large actuarial increase in expected future liabilities. A full actuarial valuation was undertaken in 2010 to review the contribution levels of the Council. The contribution rate has been set at 20.5% of pensionable pay for the three years from 2011-12. The next valuation is due during 2013.

3. CURRENT BORROWING AND USE OF ASSETS

The Council's long-term borrowing remains at £56.9 million, which represents the HRA self financing settlement payment, Short term and internal borrowing of £5.1 million have been used to finance capital expenditure in 2012/13. Additions to property, plant and equipment (PPE) totalled £14 million, £0.1 million was spent on intangible assets, £1.4 million was written off to revenue and £0.4 million was treated as long term debtors. During the year, the council disposed of PPE and assets held for sale valued at £1.9 million, the receipts from which were used in part to finance capital expenditure. Revaluation and impairment has increased the value of fixed assets by £0.3 million. Depreciation and amortisation have also reduced the value of fixed assets by £5.3 million.

4. ICELANDIC INVESTMENTS

During 2011-12, the Supreme Court in Iceland ruled in favour of local authorities' priority status claim.

Glitnir - £383,128 was repaid in Icelandic Krona and is held in an escrow account in Iceland earning 4.2% interest. Owing to interest received and foreign exchange movements, the value of the investment has increased to £427,387. We have received 100% return of the investment plus interest.

Landsbanki have made further repayments to the Council of £576,040, bringing the total recovered to £1,505,661. A further £24,504 is held in an escrow account in Iceland earning 4.17% interest. Further payments are expected with 100% recovery over the next few years.

EXPLANATORY FOREWORD

5. FINANCIAL OVERVIEW

The Council expected a challenging year in respect of its finances having found in excess of £1 million of savings to meet the reduction in grant and the freeze in Council Tax. However, the senior management restructure has achieved the required savings and along with additional income and other savings identified during the year, this has enabled the Council to take less than anticipated from its General Fund balance during the year.

The City Council's revised budgeted Service net expenditure for 2012-13 was £13,718,210. Net interest payments of £150,000, income from Local Services Support Grant (£505,470) and £1,076,000 to cover the repayment of debt were added and resulted in a net budget of £14,574,347, which includes a net £135,607 transferred to earmarked reserves and balances.

The Council delivered its General Fund service plans for a total net cost of £13,404,296, an underspend of £313,914 against the revised budget of £13,718,210.

There was a large reduction in net interest paid against budget of £114,395 and an investment gain of £29,924 associated with foreign exchange rates on the investments held in Iceland.

During the year £1,197,065 has been transferred to earmarked reserves, mainly to the New Homes Bonus reserve and to set up new reserves to fund future expenditure. £282,194 was used to finance capital expenditure and a provision of £80,000 has been made to cover the payment due to the administrators of Municipal Mutual Insurance. As a consequence of all the above, General Fund Balances have reduced by £927,378.

The Council's General Fund Balance has therefore decreased during the year from £4,285,425 to stand at £3,358,047 as at 31st March 2013. This is equivalent to about 25.3% of the net budget for 2012-13.

HRA

The final position for the Housing Revenue Account, including Council Own Build, showed an overall increase in the HRA working balance of £571,166 to £6,363,795 as at 31st March 2013. Additionally, £2,269,806 is set aside in the Major Repairs Reserve to fund future capital investment in the HRA.

EXPLANATORY FOREWORD

A summary of the General Fund position is indicated below :

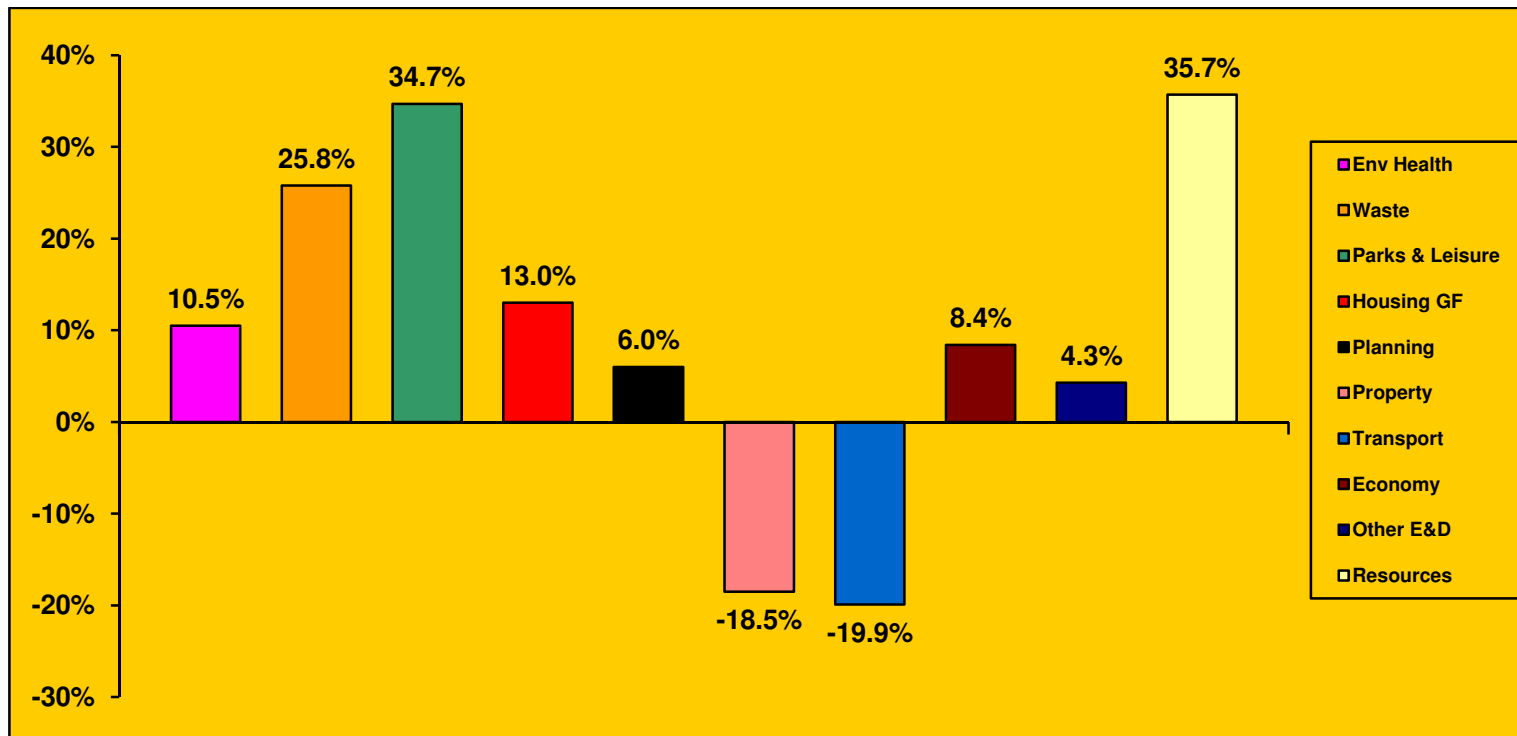
	Revised Budget £	Final Outturn £	Variance to Budget £
Service Net Expenditure	13,718,210	13,404,296	(313,914)
Net Interest	150,000	35,605	(114,395)
Provision for Repayment of Debt	1,076,000	1,107,164	31,164
Investment Gain	0	(29,924)	(29,924)
Local Services Support Grant	(505,470)	(505,470)	0
Revenue Contribution to Capital	0	282,194	282,194
Mutual Municipal Insurance Levy	0	80,000	80,000
	14,438,740	14,333,809	(64,876)
T/fr (From)/To Earmarked Reserves	1,197,065	1,128,348	(68,717)
Transfer (From)/To Working Balance	(1,061,458)	(927,378)	134,080
General Fund Expenditure	14,574,347	14,574,833	487
Formula Grant	(8,257,807)	(8,257,807)	0
Council Tax Freeze Grant	(237,283)	(237,770)	(487)
New Homes Bonus	(1,322,665)	(1,322,665)	0
Council Tax Net Expenditure	4,756,592	4,756,592	0
Opening General Fund Balance	4,285,425	4,285,425	0
Closing General Fund Balance	3,223,967	3,358,047	(134,080)

Note : This summary is based on the Council's management accounting format, not the Comprehensive Income & Expenditure Statement. In particular some reserve transactions are included within service committee net expenditure.

EXPLANATORY FOREWORD

The Service Committee net expenditure is broken down as follows:

Service Net Expenditure 2012-13

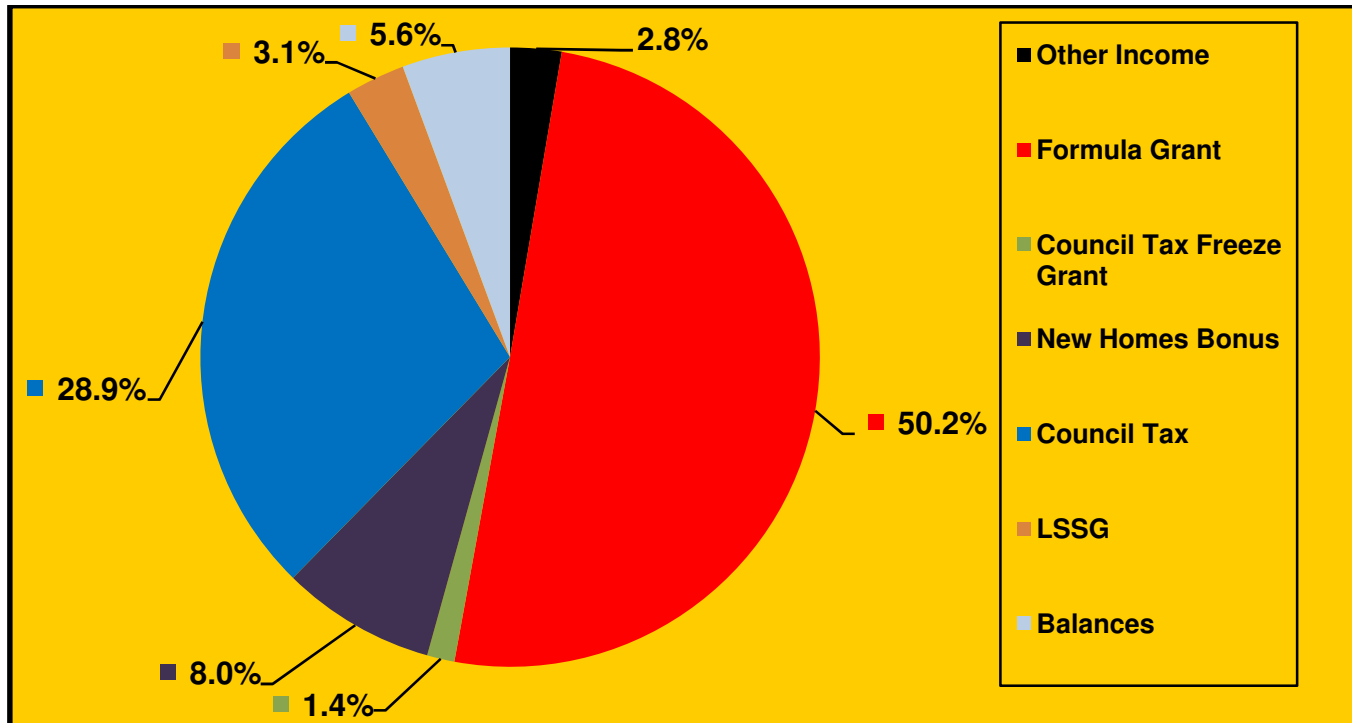


Where the figure is negative, this indicates that the income generated was higher than the cost of providing the service.

EXPLANATORY FOREWORD

Service net expenditure was financed as follows:

Revenue Income 2012-13



EXPLANATORY FOREWORD

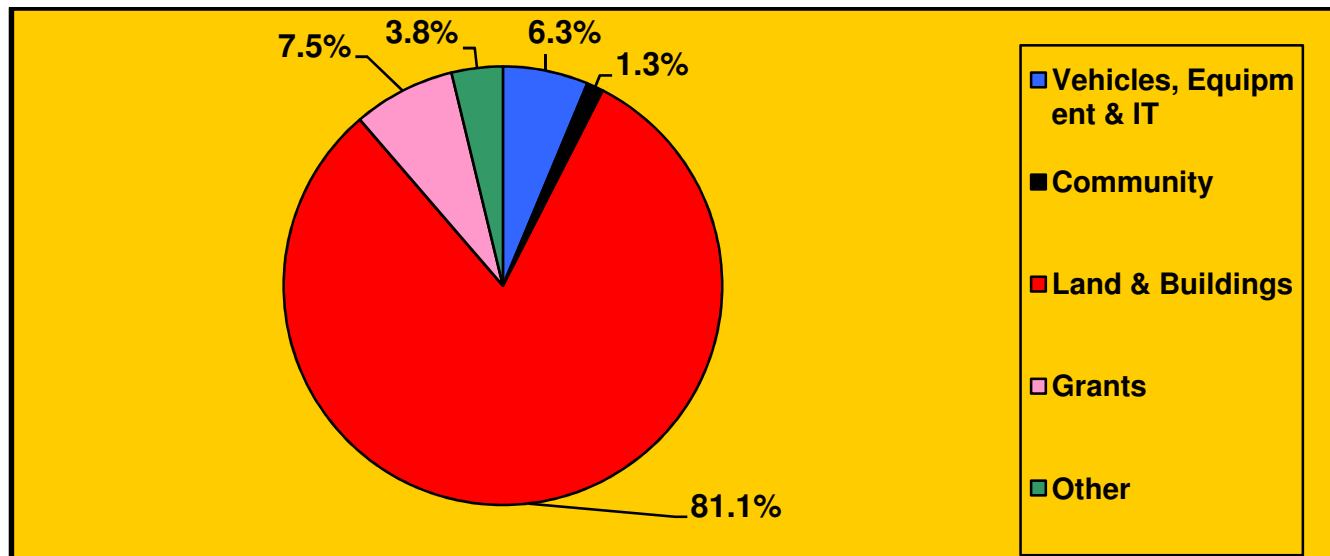
In 2012-13 the Council spent £15.9 million on capital projects and grants, compared with a revised approved programme of £18.1 million.

It has been identified that £2.4 million will need to be carried forward into future years. Included in the expenditure for the year was:

- £1.0 m – vehicles, equipment and information technology
- £1.8 m – RAMM redevelopment
- £11.1 m – other construction/improvement of dwellings, land and buildings

- £1.2 m – grants, including disabled facility grants, renovation grants and grants to housing associations for affordable housing.
- £0.2 m – improvement of community assets (e.g. parks/play areas)
- £0.6 m - other expenditure including capital loans.

Capital Expenditure 2012-13

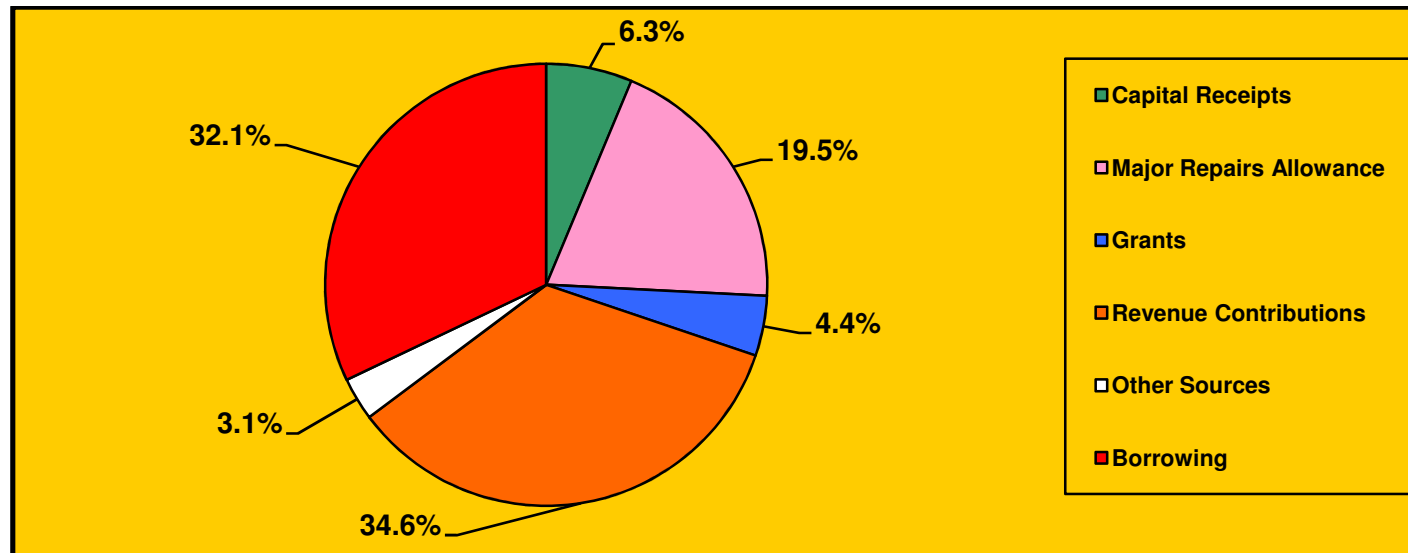


EXPLANATORY FOREWORD

£3.8 million (or 24%) of the total capital programme of £15.9 million was financed from grants, with £3.1 million coming from the HRA Major Repairs Allowance, £0.2 million from the Regional Housing Pot and £0.5 million from Communities & Local Government (£0.4m for Disabled Facilities Grant and £0.1m for Planning Delivery).

£5.1 million was financed from borrowing with the balance of funding from revenue and reserves (£5.5m), capital receipts (£1.0m), and £0.5m from other sources including contributions from developers.

Capital Finance 2012-13



EXPLANATORY FOREWORD

In conclusion, the City Council has overcome another challenging financial year and has maintained its prudent financial position. However, there continue to be a number of challenges ahead, with difficult financial conditions remaining well into the future. In both organisational and financial terms, the Council is ready to meet these challenges.

Dave Hodgson CPFA
Acting Assistant Director Finance

Councillor Simon Bowkett
Chair – Audit and Governance Committee

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

The Assistant Director Finance's Responsibilities

The Assistant Director Finance is responsible for the preparation of the authority's statement of accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom ('the Code').

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 31 March 2013.



Dave Hodgson CPFA
Acting Assistant Director Finance
27 June 2013

In preparing this statement of accounts, the Assistant Director Finance has:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the Code except where stated in the Accounting Policies.

The Assistant Director 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

MOVEMENT IN RESERVES STATEMENT

This Statement shows the movement in the year on the different reserves held by the authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The surplus (or deficit) on the Provision of Services line shows the true economic cost of providing the authority's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different to 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 or from Earmarked Reserves shows the statutory General Fund and Housing Revenue Account Balances before any discretionary transfers to or from Earmarked Reserves.

	General Fund Balance (£'000)	Earmarked Reserves (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Total Usable Reserves (£'000)	Unusable Reserves (£'000)	Total Authority Reserves (£'000)
Balance at 31 March 2011 carried forward	(4,193)	(1,164)	(3,918)	(130)	0	(1,433)	(10,838)	(291,204)	(302,042)
<i>Movement in Reserves 2011-12</i>									
(Surplus) / deficit on the provision of services	3,062	0	59,411	0	0	0	62,473	0	62,473
Other Comprehensive Income & Expenditure	0	0	0	0	0	0	0	14,403	14,403
Total Comprehensive Income & Expenditure	3,062	0	59,411	0	0	0	62,473	14,403	76,876
Adjustments between Accounting basis and funding basis under regulations (note 7)	(3,882)	0	(61,286)	(766)	(3,149)	171	(68,912)	68,912	0
Net (Increase) / Decrease before Transfers to Earmarked Reserves	(820)	0	(1,875)	(766)	(3,149)	171	(6,439)	83,315	76,876
Transfers to / (from) Earmarked Reserves	728	(728)	0	0	0	0	0	0	0
(Increase) / Decrease in 2011-12	(92)	(728)	(1,875)	(766)	(3,149)	171	(6,439)	83,315	76,876

MOVEMENT IN RESERVES STATEMENT

	General Fund Balance (£'000)	Earmarked Reserves (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Total Usable Reserves (£'000)	Unusable Reserves (£'000)	Total Authority Reserves (£'000)
Balance at 31 March 2012 carried forward	(4,285)	(1,892)	(5,793)	(896)	(3,149)	(1,262)	(17,277)	(207,889)	(225,166)
<i>Movement in Reserves 2012-13</i>									
(Surplus) / deficit on the provision of services	2,168	0	(1,853)	0	0	0	315	0	315
Other Comprehensive Income & Expenditure	0	0	0	0	0	0	0	(7,965)	(7,965)
Total Comprehensive Income & Expenditure	2,168	0	(1,853)	0	0	0	315	(7,965)	(7,650)
Adjustments between Accounting basis and funding basis under regulations (note 7)	(2,369)	0	1,282	(727)	879	301	(634)	634	0
Net (Increase) / Decrease before Transfers to Earmarked Reserves	(201)	0	(571)	(727)	879	301	(319)	(7,331)	(7,650)
Transfers to / (from) Earmarked Reserves	1,128	(1,128)	0	0	0	0	0	0	0
(Increase) / Decrease in 2012-13	927	(1,128)	(571)	(727)	879	301	(319)	(7,331)	(7,650)
Balance at 31 March 2013 carried forward	(3,358)	(3,020)	(6,364)	(1,623)	(2,270)	(961)	(17,596)	(215,220)	(232,816)

COMPREHENSIVE INCOME & 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.

2011-2012				2012-2013			Notes
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	Service	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	
12,053	(9,643)	2,410	Central Services to the Public	10,908	(8,386)	2,522	
10,685	(2,142)	8,543	Cultural and Related Services	11,463	(2,769)	8,694	
7,784	(2,262)	5,522	Environmental and Regulatory Services	7,586	(1,058)	6,528	
3,107	(1,200)	1,907	Planning Services	3,827	(1,253)	2,574	
43,202	(40,358)	2,844	Housing Services	49,500	(45,572)	3,928	
3,221	(6,086)	(2,865)	Highways and Transport Services	3,783	(6,309)	(2,526)	
2,361	(64)	2,297	Corporate and Democratic Core	2,403	(130)	2,273	
731	0	731	Non Distributed Cost	166	0	166	
56,884	0	56,884	Housing Revenue Account - Self Financing Payment	0	0	0	
23,994	(21,199)	2,795	Housing Revenue Account - Other	19,541	(22,876)	(3,335)	
164,022	(82,954)	81,068	Cost of Services	109,177	(88,353)	20,824	
			93 Other operating expenditure			(139)	9
			(1,857) Financing and investment income and expenditure			(4,983)	10
			(16,831) Taxation and non-specific grant income			(15,387)	11
			62,473 (Surplus) or Deficit on Provision of Services			315	

COMPREHENSIVE INCOME & EXPENDITURE STATEMENT

Gross Expenditure	Gross Income	Net Expenditure		Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000		£'000	£'000	£'000
		(8,044)	(Surplus) or deficit on revaluation of property, plant and equipment			(9,319)
		22,447	Actuarial (gains)/losses on pensions assets / liabilities			1,354
		<u>14,403</u>	Other Comprehensive Income and Expenditure			<u>(7,965)</u>
		<u>76,876</u>	Total Comprehensive Income and Expenditure			<u>(7,650)</u>

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 of the authority. The first category of reserves is usable reserves, i.e. 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 (e.g. the Capital Receipts Reserve can only be used to finance capital expenditure or repay debt). The second category of reserve is those that are not able to be used to provide services. This includes reserves that hold unrealised gains and losses where amounts would only become available if the asset was sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.

2011-2012 £'000	2012-2013 £'000	Notes
292,629 Property, Plant and Equipment	300,930	12
42,093 Investment Property	41,265	13
22,436 Heritage Assets	22,436	14
915 Intangible Assets	627	16
1,187 Long Term Investments	1,499	17
6,290 Long Term Debtors	12,231	17
365,550 Total Long-Term Assets	378,988	
156 Inventories	194	18
6,922 Short-Term Debtors	6,972	20
1,018 Short-Term Investments	239	17
45 Assets Held for Sale	1,635	22
1,089 Cash & Cash Equivalents	3,969	21
9,230 Total Current Assets	13,009	

BALANCE SHEET

2011-2012 £'000		2012-2013 £'000	Notes
(8,028)	Short-Term Borrowing	(15,015)	17
(14,011)	Short-Term Creditors	(12,320)	23
(22,039)	Total Current Liabilities	(27,335)	
(56,906)	Long term borrowing	(56,906)	17
(1,010)	Capital Grants Receipts in Advance	(1,151)	
(53)	Long-Term Creditors	(51)	
(69,606)	Pension Scheme Liability	(73,738)	40
(127,575)	Total Long-Term Liabilities	(131,846)	
225,166	Net Assets	232,816	
Financed by:			
17,277	Usable Reserves	17,596	25
207,889	Unusable Reserves	215,220	26
225,166	Total Reserves	232,816	



DAVE HODGSON CPFA
ACTING ASSISTANT DIRECTOR FINANCE

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 services delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital to the authority.

2011-2012 £'000		2012-2013 £'000	Notes :
62,473	Net (surplus) or deficit on the provision of services	315	
(16,827)	Adjustments to net surplus or deficit on the provision of services for non-cash movements	(12,414)	
2,151	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities	1,841	
47,797	Net cashflows from Operating Activities	(10,258)	27
4,657	Investing Activities	14,108	28
(53,911)	Financing Activities	(6,730)	29
(1,457)	Net (Increase) or decrease in cash and cash equivalents	(2,880)	
(368)	Cash and cash equivalents at the beginning of the reporting period	1,089	
1,089	Cash and cash equivalents at the end of the reporting period	3,969	

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

GENERAL PRINCIPLES

The statement of accounts summarises the Authority's transactions for the financial year and its position at the end of the year. The Authority is required to prepare an annual Statement of Accounts by the Account and Audit Regulations 2011, which those regulations require to be prepared in accordance with proper accounting practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom and the Service Reporting Code of Practice, supported by International Financial Reporting Standards (IFRS) and statutory guidance.

The accounts are compiled primarily on an historical cost basis modified by the revaluation of certain category of non-current assets and financial instruments.

ACCOUNTING POLICIES

ACCRUALS OF INCOME AND EXPENDITURE

The revenue accounts of the Council are maintained on an accruals basis, that is, sums due to or from the Council during the year are included whether or not the cash has actually been received or paid in the year.

Customer and client receipts

Customer and client receipts in the form of sales, fees, charges and rents are accrued for when it is probable that the economic benefits or service potential associated with the transaction will flow to the Authority.

Supplies

Supplies are recorded as expenditure when they are consumed. Where there is a gap between the date received and consumption, they are carried forward as inventories on the Balance Sheet.

Services (including services provided by employees)

Expenses in relation to services received are recorded as expenditure when the services are received rather than the payments made.

Interest

Interest payable on borrowings and receivable on investments is accounted for on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.

NOTES TO THE FINANCIAL STATEMENTS

Creditors / Debtors

Where income and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where it is doubtful that debts will be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

CAPITAL RECEIPTS

Capital receipts are sums received by the Authority from the sale of assets. Receipts arising from Housing Right to Buy sales may be retained providing the local authority has signed an agreement to re-invest the receipts in the provision of replacement homes within 3 years. Exeter City Council entered into such an agreement on 27 June 2012. Receipts arising from non Right to Buy sales continue to be poolable at a rate of 75% for dwellings and 50% for land.

A de minimis level of £10,000 has been agreed in respect of all capital receipts and any receipts for the sale of an asset which total less are accounted for as income in the income & expenditure account.

CASH AND CASH EQUIVALENTS

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty or notice of not more than 24 hours. Cash equivalents are investments that mature in one month 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.

CONTINGENT ASSETS / LIABILITIES

Contingent assets / liabilities arise where an event has taken place, but the potential asset / obligation will only be confirmed by future, uncertain events not wholly within the control of the authority.

They are not recognised in the accounting statements, and are disclosed by way of a note to the Balance Sheet.

EMPLOYEE BENEFITS

Benefits Payable during employment

Short-term employee benefits are those due to be settled within 12 months of the year-end, including wages and salaries, paid annual leave, paid sick leave, bonuses and non-monetary benefits for current employees. They are recognised as an expense in the year in which the employees render service. An accrual is made for the cost of holidays earned but not taken. The accrual is charged to the relevant service but reversed out through the Movement in Reserves Statement so that holiday benefits are charged to revenue in the financial year in which the absence occurs.

Termination Benefits

Termination benefits are amounts payable as a result of a decision to terminate an officer's employment or for the officer to take voluntary redundancy before the normal retirement date. They are charged to the Comprehensive Income and Expenditure Statement when the Authority is committed to the termination of employment.

NOTES TO THE FINANCIAL STATEMENTS

Where the provisions involve enhancement of pensions, statutory provisions require the General Fund to be charged with the amount payable by the Authority in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, the notional debits and credits are replaced with the debits for the cash paid to the Pension Fund and pensioners.

Post employment Benefits

Exeter City Council participates in the Local Government Pension Scheme, which is administered by Devon County Council. The Local Government Pension Scheme is a defined benefit scheme based on a final pensionable salary.

The Pensions Fund's Actuary has provided updated figures for the year based on the last valuation in 2010.

The attributable scheme liabilities have been measured on an actuarial basis using the projected unit method – 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 future earnings for current employees. They are discounted to their value at current prices using a discount rate based on the annualised yield at the 21 year point on the Merrill Lynch AA rated corporate bond.

The assets attributed 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 surplus/deficit in a scheme is the excess/shortfall of the value of the assets in the scheme over/below the present value of the scheme liabilities. The City Council has recognised the liability to the extent that it reflects its legal or constructive obligation.

Any unpaid contributions to the scheme are presented in the balance sheet as a creditor due within one year.

The change in the defined benefit asset or liability is analysed into the following 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 costs – the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years – charged to the Comprehensive Income and Expenditure Statement;
- interest cost – the expected increase in the present value of liabilities during the year as they move one year closer to being paid;

NOTES TO THE FINANCIAL STATEMENTS

- expected return on assets – the annual investment return of the fund assets attributable to the Council, based on the average long term return;
- gains and 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;
- actuarial gains and losses – changes in the net pensions liability that arise out of events not coincided with assumptions made at the last actuarial valuation;
- contributions paid to the pension fund – cash paid as employer's contributions in settlement of liabilities.

The treatment of the above has been mirrored in the Housing Revenue Account where full disclosure has been included.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Council to the pension fund (or directly to pensioners) in the year. In the movement in Reserves Statement, the debits and credits for retirement benefits are removed and replaced with the debits for cash paid (or due to be paid at year end). These movements are appropriated to the Pension Reserve.

Discretionary Benefits

The Council has restricted powers to make discretionary awards of retirement benefits in the event of early retirements. Any liabilities are accrued in the year of the decision and accounted for using the same policies applied to the Local Government Pension Scheme.

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 disclosure of the nature and an estimate of the financial impact is disclosed in the notes to the accounts if material.

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

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 Account or in the notes to the accounts, depending on how significant the items are to the understanding of the Authority's financial performance.

NOTES TO THE FINANCIAL STATEMENTS

FINANCIAL LIABILITIES

Financial liabilities are initially measured at fair value and carried at their amortised cost. Annual charges to 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. For all the Council's borrowings, 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 in the year.

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. They are initially measured at fair value and carried at their amortised cost. Annual credits to 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 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 in the year.

However, the council has made a number of loans at less than market rates (soft loans). When they are made, a loss is recorded in the Comprehensive Income and Expenditure Statement for the present value of the interest that will be foregone over the life of the instrument, resulting in a lower amortised cost of the outstanding principal. Interest is credited at a higher effective rate of interest than the rate receivable. Statutory provisions require that the impact on the General Fund Balance is the interest receivable and is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

Where assets are identified as impaired because of a likelihood arising from a past event that payment due under the contract will not be made, the asset is written down and a charge made to the Comprehensive Income and Expenditure Statement. In respect of sundry debtors, assets are considered to be impaired when they are six months old.

Any gains and losses that arise on the derecognition of the asset are credited/debited to the Comprehensive Income and Expenditure Statement.

Available-for-sale Assets

Available-for-sale assets are initially measured and carried at fair value. Where the asset has fixed, determinable payments annual credits to 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.

NOTES TO THE FINANCIAL STATEMENTS

Assets are maintained in the Balance Sheet at fair value, which for the investments held is the quoted market price.

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 Comprehensive Income and Expenditure Statement, along with any net gain/loss for the asset accumulated in the Reserve.

Where assets are identified as impaired because of a likelihood arising from a past event that payment due under the contract will not be made, the asset is written down and a charge made to the Comprehensive Income and Expenditure Statement.

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

Where fair value cannot be reliably measured, the instrument is carried at cost.

FOREIGN CURRENCY TRANSACTION

Where the Council has entered into a transaction denominated in a foreign currency, the transaction is converted into sterling at the exchange rate applicable on the date of the transaction. Where amounts are outstanding at the year-end, they are converted at the spot exchange rate at 31 March.

Resulting gains and losses are recognised in the Financing and Investment Income line in the Comprehensive Income and Expenditure Statement.

GOVERNMENT GRANTS AND CONTRIBUTIONS

Whether paid on account, by instalments or in arrears, government grants and third party contributions and donations are recognised as due to the Council when there is reasonable assurance that the Council will comply with the conditions attached to the payments and the grants or contributions will be received.

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

Monies advanced as grants and contributions for which conditions have not been met are held as creditors on the Balance Sheet. When the conditions have been met, the grant or contribution is either credited to the relevant service line or to Taxation and Non-Specific Grant Income 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. If the grant has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied Reserve.

NOTES TO THE FINANCIAL STATEMENTS

Where it has been used it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied Reserve are transferred to the Capital Adjustment Account when they have been applied to fund capital expenditure.

Local Services Support Grant (LSSG)

LSSG is a general grant allocated by central government as additional revenue funding. It is non-ringfenced and is credited to taxation and Non-Specific Grant Income in the Comprehensive Income and Expenditure Statement.

Council Tax Income

The City Council is a Billing Authority. In this capacity, it acts as an agent for the major precepting authorities. The amount included in the Council's income & expenditure account for the year is the accrued income relating to the Council's share of the Council Tax income for the year. The difference between the income included within the Comprehensive Income and Expenditure Statement and the amount required by legislation to be credited to the General Fund is taken to the Council Tax Adjustment Account and included as a reconciling item in the Statement of Movement in General Fund Balance.

The Balance Sheet includes only those parts of the Council Tax debtor and creditor balances relating to the Council's share of the Council Tax income.

The Cashflow Statement includes on the Council's share of net cash received plus the net cash paid to major preceptors.

NATIONAL NON DOMESTIC RATES

The Council acts as an agent for the Government and as such does not recognise in the accounts any transactions relating to the collection of Business Rates, other than the Cost of Collection allowance awarded by the Government, and an accrual in respect of the under / over payment to the Government of cash received.

HERITAGE ASSETS

The Council has a number of Heritage Assets. Heritage Assets are recognised and measured at cost in line with the policies on property, plant and equipment. However, some of the measurement rules are relaxed.

The Council's Heritage Assets are accounted for as follows:
Property / Infrastructure / Statues – the Council owns a range of assets around the City which are of historic value. The Council does not believe that reliable cost or valuation information can be obtained for these items because of the diverse nature of the assets and lack of comparable market values, therefore they have been entered at nil value into the accounts.

Museum exhibits / Art / Civic Regalia – A non-electronic register of the Assets is held by the Museum and Guildhall and from this an insurance valuation has been produced. The Council will use the insurance valuation as a measurement of the valuation of the assets. The assets are deemed to have indeterminate lives and a high residual value; hence the Council does not consider it appropriate to charge depreciation. Impairments and disposals are treated as per the policy on Property, Plant and Equipment.

NOTES TO THE FINANCIAL STATEMENTS

INTANGIBLE ASSETS

Recognition

Purchased intangible assets (e.g. software licences) have been capitalised as intangible assets when it is expected that future economic benefits or service potential will flow to the Council.

Internally generated assets are capitalised where it is demonstrable that the project is technically feasible and intended to be completed and it will generate future economic benefits or service potential by selling or using the asset.

Measurement

Purchased intangible assets have been capitalised at cost. Only those costs that are directly attributable to bringing the asset into working condition for its intended use are included in its measurement.

Valuations

Intangible assets are only revalued where the fair value of the assets can be determined by reference to an active market. Intangible assets have not been revalued and are carried at amortised cost.

Amortisation

Intangible assets have been amortised on a systematic basis over their economic lives and charged to the relevant service in the Comprehensive Income and Expenditure Statement. A straight-line method has been chosen over five years with a nil residual value.

Disposals

The gain or loss on disposal of an intangible asset is the amount by which the disposal proceeds are more (gain) or less (loss) than the carrying amount of the asset. The gain / loss is charged to the Comprehensive Income and Expenditure Statement.

Impairment

An asset is tested for impairment whenever there is an indication that the asset might be impaired – any losses are charged to the relevant service line in the Comprehensive Income and Expenditure Statement.

Where expenditure qualifies as capital expenditure for statutory purposes, amortisation, impairment losses and the gain or loss on the disposal of assets is reversed out in the Movement in Reserves Statement and posted to either the Capital Adjustment Account or Capital Receipts Reserve.

INVENTORIES AND LONG TERM CONTRACTS

Inventories are valued at cost on a first in, first out (FIFO) basis. 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.

NOTES TO THE FINANCIAL STATEMENTS

INVESTMENT PROPERTIES

Recognition

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 for the delivery of services, or is held for sale.

Measurement

Investment properties are initially measured at cost and subsequently at fair value, based on the amount at which the asset could be exchanged between knowledgeable parties at arms length.

Valuations / Disposals

Investment properties are revalued annually with gains and losses on revaluation posted to the Financing and Investment Income line in the Comprehensive Income and Expenditure Statement. The gain or loss on disposal of an investment property is treated in the same way as revaluation gains and losses.

Depreciation

Investment properties are not depreciated.

Income

Rental income is credited to the Financing and Investment Income line and results in a gain to the General Fund balance. However the gain or loss on revaluation or disposal assets is reversed out in the Movement in Reserves Statement and posted to either the Capital Adjustment Account or Capital Receipts Reserve.

LEASING

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 land and buildings these are considered separately.

Arrangements that do not have the legal status of a lease are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets.

The Council as Lessee

Finance leases

Property, plant and equipment held under finance leases are recognised on the Balance Sheet at the commencement of the lease at its fair value at inception (or the present value of minimum payments if lower). The asset is matched by a liability for the obligation to pay the lessor.

Initial direct costs are added to the carrying amount and any initial premium paid is applied to write down the lease liability. Contingent rents are charged as expenses in the period incurred.

NOTES TO THE FINANCIAL STATEMENTS

Lease payments are apportioned between:

- A charge for the acquisition of the interest in the asset – applied to write down the lease liability;
- A finance charge debited to the Financing and Investment Income line in the Comprehensive Income and Expenditure Statement.

Assets recognised under finance leases are accounted for using the same policies set out in the property, plant and equipment policy above. However depreciation is charged over the term of the lease where this is lower than the useful life.

The Council is not required to raise council tax to fund these charges; however it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement equal to an amount calculated on a prudent basis determined by the Authority in accordance with statutory guidance. Depreciation, amortisation, revaluation and impairment losses are therefore replaced by this 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.

Operating Leases

Rentals are charged to the relevant service in the Comprehensive Income and Expenditure Statement on a straight line basis regardless of the pattern of payments.

The Council as Lessor

Finance leases

Property, plant and equipment granted by the Council under a finance lease are written out of the Balance Sheet as a disposal at the commencement of the lease. The carrying amount is written off to the Other Operating Expenditure in the Comprehensive Income and Expenditure Statement and offset against the Council's net investment in the lease, with a matching long-term debtor in the Balance Sheet.

Lease rentals are apportioned between:

- A charge for the acquisition of the interest in the asset – applied to write down the lease debtor;
- Finance income credited to the Financing and Investment Income line in the Comprehensive Income and Expenditure Statement.

The Council is not allowed to increase the General Fund balance by this income and is required to treat the income as a capital receipt. Premiums are posted to the Capital Receipts Reserve via the Movement in Reserves Statement. Where the amount due is to be settled by rentals in future financial years, the amount is credited to the Deferred Capital Receipts Reserve and released to the Capital Receipts Reserve when the payments are made, with the actual payment used to write down the long-term debtor.

The written-off values of the Assets do not form a charge against council tax and is appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

NOTES TO THE FINANCIAL STATEMENTS

Operating Leases

Where the Council grants an operating lease, the asset remains on the Council's Balance Sheet and rental income is credited to Other Operating Expenditure in the Comprehensive Income and Expenditure Statement on a straight line basis regardless of the pattern of payments. Initial costs are charged to the carrying amount of the asset and charged as an expense on the same basis as rental income.

OVERHEADS AND SUPPORT SERVICES

The costs of overheads, professional, technical and administrative support are charged to clients on a fixed fee, time or unit rate basis.

The costs of Corporate and Democratic Core and Non Distributed costs are shown separately on the Comprehensive Income and Expenditure Statement and not recharged to Services.

PROVISIONS

The Council sets aside provisions for future expenses. These are charged to the service in the Comprehensive Income and Expenditure Statement in the year that the authority becomes aware of the obligation and held on the Balance Sheet.

Provisions are required to be recognised in the accounts when :

- the Council has a present obligation (legal or constructive) as a result of a past event;
- it is probable that a transfer of economic benefits will be required to settle the obligation and
- a reliable estimate can be made of the amount of the obligation.

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 estimates are accounted for 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 if the change provides more reliable or relevant information in respect of the Authority's financial position or performance. Where a change is made it is applied retrospectively to the opening balances and comparative amounts for the prior period.

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

PROPERTY, PLANT AND EQUIPMENT

Recognition

All expenditure on the acquisition creation or enhancement of property, plant and equipment is capitalised on an accruals basis in the accounts. Expenditure is capitalised, provided that the property, plant and equipment yields benefits to the authority and the services it provides, for a period of more than one year. Repairs and maintenance is charged as an expense when it is incurred.

NOTES TO THE FINANCIAL STATEMENTS

Measurement

Assets are initially measured at cost. Only those costs that are directly attributable to bringing the asset into working condition for its intended use are included in its measurement.

A de minimis level of £10,000 has been agreed for capital expenditure. Any costs below this are charged to revenue.

The costs of assets acquired other than by purchase is deemed to be its fair value or in the case of an exchange, the carrying amount of the asset given up by the authority.

Donated assets are measured initially at fair value and the difference to the consideration paid is credited to Taxation and Non Specific Grant Income in the Comprehensive Income and Expenditure Statement, unless there are conditions. Until the conditions are satisfied, the gain is held in a Donated Assets Account. When credited to the Comprehensive Income and Expenditure Statement, they are reversed out in the Movement in Reserves Statement to the Capital Adjustment Account.

Assets are carried in the Balance Sheet using the following measurements:

- 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 of the asset in its existing use (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;
- Where non-property assets with short useful lives / low values, depreciated historical cost is used as a proxy for fair value;

Valuations

When an asset is included in the balance sheet at fair value, it is formally revalued at intervals of not more than five years and the revised amount should be included in the balance sheet. This full valuation is performed on a rolling basis to cover all relevant fair value assets over a five-year cycle. Interim valuations are undertaken in order to update asset valuations with any material changes. Increases in valuations are matched by credits to the Revaluation Reserve to recognised unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of an impairment loss previously charged to services.

A decrease in value is 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 the balance (up to the amount of the accumulated gains)
- Where there is no balance in the Revaluation Reserve or there is insufficient balance, the carrying amount of the asset is written down against the relevant service in the Comprehensive Income and Expenditure Statement.

NOTES TO THE FINANCIAL STATEMENTS

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.

Disposals

The gain or loss on disposal of a non-current asset is the amount by which the disposal proceeds are more (gain) or less (loss) than the carrying amount of the fixed asset. The gain / loss is charged to the Comprehensive Income and Expenditure Statement. Any revaluation gains in the Revaluation Reserve relating to the disposed assets are transferred to the Capital Adjustment Account.

Statutory regulations require that the gain or loss on the disposal of assets is reversed out in the Movement in Reserves Statement.

Non-current Assets held for sale

When it becomes probable that the carrying value will be recovered principally through a sale transaction, it is reclassified as an Asset Held for Sale, revalued immediately and carried at the lower of this amount and fair value less costs to sell. Losses in fair value are charged to the Comprehensive Income and Expenditure Statement. Gains are recognised only up to the amount of any previous charges. Depreciation is not charged.

If an asset no longer meets the criteria, they are re-classified as non-current assets and valued at the lower of the previous carrying amount adjusted for depreciation or revaluations that would have been recognised during that time and their recoverable amount of the date of the decision not to sell.

Assets to be abandoned / scrapped are not reclassified.

Depreciation

The following policies are used for depreciation:

Each year an estimate of depreciation for HRA dwellings is calculated in accordance with proper practices and then considered in the context of the Major Repairs Allowance (MRA). The Council's own calculated figure for depreciation is charged where there is a material difference to the MRA.

- Freehold land and Community Assets are not depreciated
- Newly acquired assets are depreciated from 1 April following their purchase.
- Full year depreciation is charged in the year an asset is disposed of.
- A reducing balance method of depreciation is used for vehicles and assumes the following life expectancies:

<u>Acquisition value</u>	
£10,000 - £14,999	6 years
£15,000 - £19,999	7 years
£20,000 - £49,999	6 years
Over £50,000	7 years

NOTES TO THE FINANCIAL STATEMENTS

- A straight-line method of depreciation is used for the assets below and assumes the following life expectancies:

Plant and equipment	5 to 10 years
Infrastructure assets	20 years
Operational properties	up to 60 years (unless otherwise specified by the Head of Estates)

In calculating the depreciation of assets, the value depreciated is the difference between the value of the asset and its residual value. The residual value is calculated along the following lines:

Vehicles (cost £10,000 - £14,999)	12%
Vehicles (cost £15,000 - £19,999)	11%
Vehicles (cost £20,000 - £49,999)	12%
Vehicles (cost over £50,000)	4%
Plant and Equipment	Nil
Infrastructure assets	Nil
Operational properties	Specified by the Head of Estates

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.

Impairment

Impairment reviews are undertaken each year to assess whether there is evidence of a reduction in an asset's value. Where impairment is identified as part of this review or as a result of a valuation exercise, this is 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 the balance (up to the amount of the accumulated gains)
- Where there is no balance in the Revaluation Reserve or there is insufficient balance, the carrying amount of the asset is written down against the relevant service in the Comprehensive Income and Expenditure Statement.

Where an impairment loss is subsequently reversed, it is credited to the relevant service in the Comprehensive Income and Expenditure Statement, up to the amount of the original loss, adjusted for depreciation.

NOTES TO THE FINANCIAL STATEMENTS

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

The Council is not required to raise council tax to fund these charges; however it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement equal to an amount calculated on a prudent basis determined by the Authority in accordance with statutory guidance. Depreciation, amortisation, revaluation and impairment losses are therefore replaced by this 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.

REVENUE EXPENDITURE FUNDED FROM CAPITAL UNDER STATUTE

Revenue expenditure funded from capital under statute (REFCUS) represents payments that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset. REFCUS has been charged to the relevant service account in the Comprehensive Income and Expenditure Statement. Where it is funded by capital resources or borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account is made so that there is no impact on the level of Council Tax.

RESERVES

The Authority sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure is incurred, it is charged to the appropriate service and the reserve appropriated back into the General Fund Balance in the Movement in Reserves Statement so that there is no net charge against council tax.

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.

The usable Capital Receipts Reserve can be used to meet expenditure designated as expenditure for capital purposes; the Revenue Reserves can be used to meet capital and revenue expenditure.

NOTES TO THE FINANCIAL STATEMENTS

The Major Repairs Reserve for Housing Revenue Account (HRA) assets can only be used for improvements and major repairs to HRA properties and is funded by a transfer from the HRA.

RELATED COMPANIES

The City Council's interest in and financial relationship with, related companies are explained in the Group Accounts. The Accounting Code of Practice requires local authorities with material interests in subsidiary and associated companies to prepare group accounts. A local authority group comprises the local authority and its interests in companies, which would be regarded as its subsidiaries or associates if the local authority were subject to The Companies Act. Further information on the accounting policies is contained in the Group Account Section of the Accounts.

VAT

VAT payable is included as an expense only to the extent that it is irrecoverable. VAT receivable is excluded from income.

2. ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT HAVE NOT YET BEEN ADOPTED

The International Accounting Standards Board have published a final version of the revised IAS19 standards, which will apply for accounting periods beginning on or after 1 January 2013.

The projected pension expense for the year to 31 March 2014 under the revised standard is set out below.

	2013-14 £'000
Service Cost	3,944
Net Interest on defined liability (asset)	3,251
Administration Expenses	45
Total	7,240
Employer Contributions	2,924

NOTES TO THE FINANCIAL STATEMENTS

3. CRITICAL JUDGMENTS IN APPLYING ACCOUNTING POLICIES

In applying the accounting policies, the Council has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made are:

- There is a high degree of uncertainty over the future levels of funding for local government. However the Council has determined that this uncertainty is not yet sufficient to provide an indication of impairment as a result of the need to close facilities.
- The Council had £5 million deposited with Glitnir and Landsbanki banks which are in administration. The Supreme Court in Iceland has confirmed that the Council has the status of preferred creditor. Although over £3.5million has been repaid, the timing of future repayments from Landsbanki is uncertain. Current legal advice assumes repayments will continue over a number of years into the future.
- The Council is the main trustee of the Exeter Canal and Quay Trust and the sole shareholder of Exeter Business Centre. It has been determined that the Council has control of both organisations and they are included in the Council's Group Accounts. Additionally, the Council holds a 21% stake in the Exeter Science Park Company, along with Devon County Council, Exeter University and East Devon District Council. The Science Park is included in the Group Accounts as well.

NOTES TO THE FINANCIAL STATEMENTS

4. ASSUMPTIONS MADE ABOUT THE FUTURE AND OTHER MAJOR SOURCES OF ESTIMATION UNCERTAINTY

The Statement of Accounts contains estimates based on assumptions made about the future or that are otherwise uncertain. Estimates take into account historical experience, current trends and relevant factors. However as there is uncertainty, material results could emerge. The items in the Council's Balance Sheet, for which there is a significant risk of material adjustment are as follows:

Item	Uncertainties	Effect if actual result differs from assumptions
Pensions Liabilities	Estimates 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 Council with expert advice about the assumptions to be applied.	The effects of changes in individual assumptions can be measured. For example, a 0.1% increase in the discount rate would result in a decrease of £3.597m in the pension liability and £0.136m in the Projected Service Cost. However the assumptions interact in a complex way. During the year the actuaries have amended the liability by £1.187m as a result of assumptions being corrected as a result of experience or being updated.
Arrears	At the Balance Sheet date, the Council had a balance of £6.972m for sundry debtors. Impairment of doubtful debts totalling £1.772m has been made, but in the current economic climate it is not certain that this will be sufficient.	If collection rates were to deteriorate a doubling of the amount of impairment would lead to an additional £1.772m being set aside.
Valuation of Property, Plant and Equipment and Depreciation	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance (R&M) that will be incurred. The economic climate makes it uncertain that the Council can sustain its current spending on R&M bringing into doubt the useful lives assigned.	If the useful life is reduced depreciation will increase and the carrying value of asset will fall. It is estimated that the depreciation charge for other land and building will increase by £22,000 for every year that the useful life is reduced by.

NOTES TO THE FINANCIAL STATEMENTS

5. EVENTS AFTER THE BALANCE SHEET DATE

The 2012-13 Statement of Accounts was authorised for issue by the Acting Assistant Director Finance, D Hodgson CPFA, on 27 June 2013. Events after the 'authorised for issue' date have not been recognised in the 2012-13 Statement of Accounts. Where events taking place before this date provided information about conditions existing at 31 March 2013, the figure in the financial statements and/or notes have been adjusted in all material respects to reflect the impact of this information.

6. NON- ADJUSTING EVENTS AFTER THE BALANCE SHEET DATE

When the new arrangements for the retention of business rates come into effect on 1 April 2013, local authorities will assume the liability for refunding ratepayers who have successfully appealed against the rateable value of their properties on the rating list.

The liability will arise on 1 April 2013, and based on the information in the NNDR1 return the liability will be £0.798m.

NOTES TO THE FINANCIAL STATEMENTS

7. ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS

This note details the adjustments made to the total comprehensive income and expenditure statement (CIES) recognised by the Council in accordance with proper accounting practice to the resources specified by statutory provisions as being available to the Council to meet future capital and revenue expenditure.

	2011-2012						2012-2013					
	General Fund Balance (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Unusable Reserves (£'000)	General Fund Balance (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Unusable Reserves (£'000)
Adjustments involving the Capital Adjustment Account												
Reversal of items debited or credited to the CIES												
Charges for depreciation and impairment of non-current assets	(5,032)	(6,304)	0	0	0	11,336	(6,605)	(5,021)	0	0	0	11,626
Revaluation losses on Property, Plant and Equipment	0	0	0	0	0	0	0	0	0	0	0	0
Movements in the market value of Investment Properties	624	0	0	0	0	(624)	(100)	0	0	0	0	100
Amortisation of intangible Assets	(537)	(3)	0	0	0	540	(413)	(1)	0	0	0	414
Capital Grants and contributions applied	1,464	160	0	0	0	(1,624)	175	84	0	0	0	(259)
Movement in the Donated Assets Account	0	0	0	0	0	0	659	0	0	0	0	(659)
Revenue expenditure funded from capital under statute	(153)	(56,884)	0	0	0	57,037	(723)	0	0	0	0	723
Amounts of non-current assets written-off on disposal or sale as part of the gain/loss on disposal	(874)	(407)	0	0	0	1,281	(25)	(936)	0	0	0	961
Insertion of items not debited or credited to the CIES												
Statutory provision for the financing of capital investment	920	0	0	0	0	(920)	1,107	0	0	0	0	(1,107)
Capital expenditure charged against the General Fund and HRA balances	49	0	0	0	0	(49)	282	4,254	0	0	0	(4,536)

NOTES TO THE FINANCIAL STATEMENTS

	2011-2012						2012-2013					
	General Fund Balance (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Unusable Reserves (£'000)	General Fund Balance (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Unusable Reserves (£'000)
Adjustments involving the Capital Grants Unapplied												
Capital grants and contributions unapplied credited to the CIES	168	0	0	0	(168)	0	17	0	0	0	(17)	0
Application of grants to capital financing transferred to the Capital Adjustment	0	0	0	0	339	(339)	0	0	0	0	318	(318)
Adjustments involving the Capital Receipts Reserve												
Transfer of cash sales proceeds credited as part of the gain/loss on disposal to the CIES	1,406	755	(2,161)	0	0	0	234	1,637	(1,871)	0	0	0
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	1,112	0	0	(1,112)	0	0	997	0	0	(997)
Contribution from the Capital Receipts Reserve towards admin costs of disposals	0	(10)	10	0	0	0	0	(30)	30	0	0	0
Contribution from the Capital Receipts Reserve towards the payment to the Government capital receipts pool	(291)	0	291	0	0	0	(317)	0	317	0	0	0
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	0	0	(18)	0	0	18	0	0	(200)	0	0	200
Adjustments involving the Deferred Capital Receipts Reserve												
Transfer of Finance Lease Premium to I&E account	(64)	0	0	0	0	64	5,839	0	0	0	0	(5,839)

NOTES TO THE FINANCIAL STATEMENTS

	2011-2012						2012-2013					
	General Fund Balance (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Unusable Reserves (£'000)	General Fund Balance (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Unusable Reserves (£'000)
Adjustments involving the Financial Instruments Adjustment Account												
Amount by which finance costs charged to the CIES are different from the finance costs chargeable in year in accordance with statutory requirements	3	0	0	0	0	(3)	(10)	0	0	0	0	10
Adjustments involving the Pension Reserve												
Reversal of retirement benefits debited or credited to CIES	(5,177)	(286)	0	0	0	5,463	(5,890)	(380)	0	0	0	6,270
Employers pension contributions and direct payments to pensioners in the year	3,631	191	0	0	0	(3,822)	3,308	183	0	0	0	(3,491)
Adjustments involving the Council Tax Adjustment Account												
Amount by which council tax income credited to the CIES is different from council tax income calculated for the year in accordance with statutory requirements	10	0	0	0	0	(10)	31	0	0	0	0	(31)
Adjustments involving the Accumulated Absences Account												
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in accordance with statutory requirements	(29)	0	0	0	0	29	62	(18)	0	0	0	(44)
Adjustments involving the Major Repairs Reserve												
Reversal of Major Repairs Allowance credited to the HRA	0	1,502	0	(3,501)	0	1,999	0	1,510	0	(3,674)	0	2,164
Use of the Major Repairs Reserve to finance capital expenditure	0	0	0	352	0	(352)	0	0	0	4,553	0	(4,553)
Total Adjustments	(3,882)	(61,286)	(766)	(3,149)	171	68,912	(2,369)	1,282	(727)	879	301	634

NOTES TO THE FINANCIAL STATEMENTS

8. TRANSFERS TO / FROM EARMARKED RESERVES

This note sets out the amounts set aside from the General Fund balances to provide funding for future expenditure plans and the amounts posted back from earmarked reserves to meet expenditure in the year. There are no HRA earmarked reserves.

	Balance 31 March 2011 £'000s	Transfers in £'000s	Transfers out £'000s	Balance 31 March 2012 £'000s	Transfers in £'000s	Transfers out £'000s	Balance 31 March 2013 £'000s
General Fund							
New Homes Bonus	0	389	0	389	1,323	(335)	1,377
Strategic Review	175	0	(133)	42	0	(42)	0
Planning Delivery	178	0	(162)	16	0	(16)	0
Other Planning Reserves	261	47	(16)	292	0	(12)	280
Leisure Reserves	235	10	0	245	0	(30)	215
Economic Development	35	22	(1)	56	10	(22)	44
Housing GF Reserves	120	26	0	146	0	0	146
Redundancy Reserve	0	400	0	400	0	(400)	0
Museum Reserves	0	0	0	0	600	0	600
Other Earmarked Reserves	160	163	(17)	306	104	(52)	358
Total	1,164	1,057	(329)	1,892	2,037	(909)	3,020

NOTES TO THE FINANCIAL STATEMENTS

9. OTHER OPERATING EXPENDITURE

	2011-12	2012-13
	£'000	£'000
Trading Account (surplus) / deficit	672	424
Payment to the Government's Housing Capital Receipt Pool	291	317
Gain / (losses) on the disposal of non-current assets	(870)	(880)
	93	(139)

11. TAXATION AND NON-SPECIFIC GRANT INCOME

	2011-12	2012-13
	£'000	£'000
Council tax income	(4,747)	(4,788)
Non-domestic rates	(7,089)	(8,217)
Non-ringfenced government grants	(3,203)	(2,106)
Capital grants and contributions	(1,792)	(276)
	(16,831)	(15,387)

10. FINANCING AND INVESTMENT INCOME AND EXPENDITURE

	2011-12	2012-13
	£'000	£'000
Interest payable and similar charges	120	2,041
Pension interest cost and expected return on pension assets	1,722	2,428
Interest receivable	(45)	(62)
Income and expenditure in relation to investment properties and changes in their fair value	(3,403)	(2,802)
Other investment income	(251)	(6,588)
	(1,857)	(4,983)

Interest payable has increased significantly as a result of the long term loan taken out to buy the HRA out of the subsidy system.

NOTES TO THE FINANCIAL STATEMENTS

12. PROPERTY, PLANT AND EQUIPMENT

Movement on balances

	Council Dwellings £'000s	Other Land and Buildings £'000s	Vehicles, Plant & Equipment £'000s	Infrastructure Assets £'000s	Community Assets £'000s	Surplus Assets £'000s	Assets under Construction £'000s	Total Property, Plant and Equipment £'000s
Cost or valuation								
As at 1 April 2012	191,167	90,816	13,679	5,653	4,107	0	716	306,138
Additions	8,781	3,203	857	838	153		146	13,978
Donations	659							659
Revaluations - Revaluation Reserve	1,444	9,738						11,182
Revaluations - CIES								0
Derecognition - disposals	(946)		(295)					(1,241)
Derecognition - other								0
Reclassifications - held for sale	(543)	(688)						(1,231)
Other movements		751						751
At 31 March 2013	200,562	103,820	14,241	6,491	4,260	0	862	330,236
Depreciation and impairments								
At 1 April 2012		(2,477)	(8,972)	(2,060)	0	0	0	(13,509)
Depreciation Charge	(2,192)	(1,295)	(1,114)	(288)				(4,889)
Depreciation written out to Revaluation Reserve	1,149	3,404						4,553
Depreciation written out to CIES	1,032	368						1,400
Impairment - Revaluation Reserve	(3,806)	(2,973)						(6,779)
Impairment - CIES	(5,706)	(4,655)						(10,361)
Derecognition - disposals	10		269					279
Derecognition - other								0
Other movements								
At 31 March 2013	(9,513)	(7,628)	(9,817)	(2,348)	0	0	0	(29,306)
Balance Sheet amount at 31 March 2013	191,049	96,192	4,424	4,143	4,260	0	862	300,930
Balance Sheet amount at 1 April 2012	191,167	88,339	4,707	3,593	4,107	0	716	292,629

NOTES TO THE FINANCIAL STATEMENTS

	Council Dwellings £'000s	Other Land and Buildings £'000s	Vehicles, Plant & Equipment £'000s	Infrastructure Assets £'000s	Community Assets £'000s	Surplus Assets £'000s	Assets under Construction £'000s	Total Property, Plant and Equipment £'000s
Cost or valuation								
As at 1 April 2011	187,398	87,366	13,147	5,518	3,799	0	2,286	299,514
Additions	5,822	3,724	904	135	308		350	11,243
Donations								0
Revaluations - Revaluation Reserve	4,004	2,681						6,685
Revaluations - CIES								0
Derecognition - disposals	(412)		(372)					(784)
Derecognition - other								0
Reclassifications - held for sale								0
Other movements	1,920						(1,920)	0
At 31 March 2012	198,732	93,771	13,679	5,653	4,107	0	716	316,658
Depreciation and impairments								
At 1 April 2011		(1,838)	(8,098)	(1,779)				(11,715)
Depreciation Charge	(2,019)	(1,238)	(1,219)	(281)				(4,757)
Depreciation written out to Revaluation Reserve	860	599						1,459
Depreciation written out to CIES	1,154							1,154
Impairment - Revaluation Reserve	(144)	(43)						(187)
Impairment - CIES	(7,420)	(2,912)						(10,332)
Derecognition - disposals	4		345					349
Derecognition - other								
Other movements								
At 31 March 2012	(7,565)	(5,432)	(8,972)	(2,060)	0	0	0	(24,029)
Balance Sheet amount at 31 March 2012	191,167	88,339	4,707	3,593	4,107	0	716	292,629
Balance Sheet amount at 1 April 2011	187,398	85,528	5,049	3,739	3,799	0	2,286	287,799

NOTES TO THE FINANCIAL STATEMENTS

Depreciation

The following useful lives have been used in the calculation of depreciation:

- A reducing balance method of depreciation is used for vehicles and assumes the following life expectancies:

Acquisition value

£10,000 - £14,999	6 years
£15,000 - £19,999	7 years
£20,000 - £49,999	6 years
Over £50,000	7 years

- A straight-line method of depreciation is used for the assets below and assumes the following life expectancies:

Plant and equipment	5 to 10 years
Infrastructure assets	20 years
Operational properties	up to 60 years (unless otherwise specified by the Property Manager)

Capital Commitments

At 31 March 2013, the Council has entered into a number of contracts for the construction or enhancement of property, plant and equipment in 2013/14 at a cost of £5.624 m. Similar commitments at 31 March 2012 were £8.806 m. The major commitments are:

	£'000
Property refurbishment and improvement	2,421
New Construction	2,151
Infrastructure	391
Information Technology	14
Vehicles and equipment	<u>647</u>
	<u>5,624</u>

Revaluations

The Council carries out a rolling programme for the revaluation of property, plant and equipment's fair value at least every five years. The valuations have been carried out by the City Council's Property Manager, M Carson MRICS in accordance with the professional standards of RICS. Vehicles, plant and equipment valuations are based on current prices adjusted for the condition of the asset. The effective date of the valuation is 1 April 2012.

NOTES TO THE FINANCIAL STATEMENTS

The significant assumptions applied in estimating fair value are set out in the statement of accounting policies

	Council Dwellings £'000s	Other Land and Buildings £'000s	Vehicles, Plant & Equipment £'000s	Surplus Assets £'000s	Total £'000s
Carried at historical cost	-	-	-	-	-
Valued at fair value in:					
2012-13	-	91,542	-	-	91,542
2011-12	191,167	-	-	-	191,167
2010-11	-	-	-	-	-
2009-10	-	-	-	-	-
2008-09	-	71,743	-	-	71,743
2007-08	292,846	-	-	-	292,846

NOTES TO THE FINANCIAL STATEMENTS

13. INVESTMENT PROPERTIES

The following items of income and expenditure have been accounted for in the Financing and Investment income and expenditure line in the CIES.

	2011-12	2012-13
	£'000	£'000
Rental income from investment property	3,669	3,713
Direct operating expenditure arising from investment property	(895)	(811)
Net gain / (loss)	2,774	2,902

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

	2011-12	2012-13
	£000s	£000s
Balance at 1 April	42,284	42,093
Additions :		
Purchases		
Construction		
Subsequent expenditure	32	23
Disposals	(847)	
Net gains / losses from fair value adjustments	624	(100)
Transfers:		
to/from Inventories		
to/from Property, Plant & Equipment		(751)
Other changes		
Balance at 31 March	42,093	41,265

NOTES TO THE FINANCIAL STATEMENTS

14. HERITAGE ASSETS – FIVE-YEAR SUMMARY OF TRANSACTIONS

	2010-11	2011-12	2012-13
	£'000	£'000	£'000
Opening Balance	21,782	21,782	22,436
Cost of Acquisitions			
Museum Exhibits	0	0	0
Guildhall	0	0	0
St Nicholas Priory	0	0	0
Total	0	0	0
Donated Assets			
Museum Exhibits	0	0	0
Guildhall	0	0	0
St Nicholas Priory	0	0	0
Total	0	0	0
Disposals			
Museum Exhibits	0	0	0
Guildhall	0	0	0
St Nicholas Priory	0	0	0
Total	0	0	0
Revaluation			
Museum Exhibits	0	572	0
Guildhall	0	76	0
St Nicholas Priory	0	6	0
Total	0	654	0
Closing Balance	21,782	22,436	22,436

It is not practicable to provide the information for 2010-11 as records were not kept at this time.

NOTES TO THE FINANCIAL STATEMENTS

15. FURTHER INFORMATION ON THE COLLECTIONS

St Nicholas Priory

St Nicholas Priory is the 900 year old guest wing of a former Benedictine Priory in Exeter City Centre. Adorned with quality replica furniture and painted in the bright colours of the period, the Priory is presented as the 1602 home of the wealthy Hurst family. The display of Elizabethan items is from the city's collection.

Guildhall

The Guildhall is home to a number of fine art portraits painted between the 17th and 19th Century. They include a portrait of Princess Henrietta Anne, daughter of King Charles I, who was born in Exeter and a number of other prominent local people. There are a number of portraits by Thomas Hudson including one of George II as Prince of Wales.

Royal Albert Memorial Museum

RAMM cares for a wonderful and diverse collection consisting of approximately one and a half million individual objects and specimens from all over the globe. They are divided into the following curatorial departments: antiquities; ethnography; natural history, decorative and fine arts. The collections contain items of local, national and international importance, and many are of outstanding historical or cultural significance.

Other Heritage Assets

The Council owns a range of assets around the City which are of historic value. These include the Roman Wall, the Underground Passages, Catacombs and a number of statues. These have not been valued and do not form part of the figure held in the Balance Sheet.

NOTES TO THE FINANCIAL STATEMENTS

16. INTANGIBLE ASSETS

The Council accounts for its software as intangible assets, to the extent that it is not an integral part of a particular IT system and accounted for as part of Property, Plant and Equipment.

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. All intangible assets have been given a five year useful life, with a nil residual value.

The carrying amount of intangible assets is amortised on a straight line basis and charged to either the relevant service or to IT Services and absorbed as an overhead across all 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.

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

	2011-12 £000s	2012-13 £000s
Balance at 1 April		
Gross carrying amounts	7,037	7,213
Accumulated amortisation	(5,759)	(6,298)
Net carrying amount at 1 April	1,278	915
Additions :		
Internal development	27	40
Purchases	150	85
Assets reclassified as held for sale		
Other disposals		
Revaluations - increases / decreases		
Impairment - Revaluation Reserve		
Impairment - CIES		
Impairment reversals - CIES		
Amortisation charge	(540)	(413)
Other changes		
Balance at 31 March	915	627

NOTES TO THE FINANCIAL STATEMENTS

17. FINANCIAL INSTRUMENTS

Categories of financial instruments

The borrowing and investments disclosed in the Balance Sheet are made up of the following categories of financial instruments:

	Long-term			Current		
	31 March 2011 £'000s	31 March 2012 £'000s	31 March 2013 £'000s	31 March 2011 £'000s	31 March 2012 £'000s	31 March 2013 £'000s
	Financial liabilities at amortised cost	562	57,969	58,108	25,897	22,039
Financial liabilities at fair value through profit and loss	-	-	-	-	-	-
Total borrowings	<u>562</u>	<u>57,969</u>	<u>58,108</u>	<u>25,897</u>	<u>22,039</u>	<u>22,039</u>
Loans and Receivables	8,567	7,477	13,730	12,620	9,029	11,180
Available-for-sale financial assets	-	-	-	-	-	-
Total investments	<u>8,567</u>	<u>7,477</u>	<u>13,730</u>	<u>12,620</u>	<u>9,029</u>	<u>11,180</u>

Reclassification of Financial Instruments

During the year the Council has not reclassified any financial instruments, or transferred any financial instruments that would require a change in the recognition of that instrument. The Council has not pledged any financial assets as collateral for liabilities or contingent liabilities.

NOTES TO THE FINANCIAL STATEMENTS

Financial Instruments gains / losses

The gains and losses in the Comprehensive Income and Expenditure Account in relation to Financial Instruments for Investments and Borrowing are made up as follows.

	2011-2012			2012-2013		
	Financial Liabilities	Financial Assets		Financial Liabilities	Financial Assets	
	Measured at Amortised Cost	Loans and Receivables	Total	Measured at Amortised Cost	Loans and Receivables	Total
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Interest Expenses	120	0	120	2,041	0	2,041
Loss on Derecognition	0	0	0	0	0	0
Reduction in fair value	0	0	0	0	0	0
Impairment Losses	0	13	13	0	0	0
Total Expense	120	13	133	2,041	0	2,041
Interest Income	0	(50)	(50)	0	(62)	(62)
Interest income on impaired assets	0	0	0	0	0	0
Increase in fair value	0	0	0	0	(30)	(30)
Gains on Derecognition	0	0	0	0	0	0
Total income	0	(50)	(50)	0	(92)	(92)
Gains on Revaluation	0	0	0	0	0	0
Losses on Revaluation	0	0	0	0	0	0
Amounts recycled after impairment	0	(328)	(328)	0	(62)	(62)
Surplus/Deficit on Revaluation	0	(328)	(328)	0	(62)	(62)
Net (Gain)/Loss for the year	120	(365)	(245)	2,041	(154)	1,887

NOTES TO THE FINANCIAL STATEMENTS

Fair value of assets and liabilities carried at amortised cost

The main measurement bases used by the Council in preparing the treatment of Financial Instruments within its financial statement are as follows:

Financial Instrument	Basis of measurement	Note
Investments – fixed rate	Carrying value adjusted for interest owed at year end	Investments have both fixed term and fixed interest rates
Soft Loans	Where material soft loans have been measured using an assumed effective interest rate of 8% for company loans and 6% for homeowner loans.	The only loans deemed material are the loans for private sector renewal.
Contractual Debt/payables	Held at invoiced or billed amount less an estimate of Impairment for the uncollectability of that debt.	
Long-term creditors / Capital Grants in Advance	Held at carrying value as it is considered highly unlikely, owing to historical experience, that they will require repayment.	

The Council in compiling its accounts assessed all its financial instruments and there were a number that were not considered material to make adjustment to the carrying value of the asset or liability. These include car loans to staff, and some other small soft loans.

NOTES TO THE FINANCIAL STATEMENTS

Financial Liabilities and assets represented by loans and receivables are carried in the Balance Sheet at amortised cost.

Comparison of the fair value of these instruments compared to the carrying value (amortised cost) can be assessed by calculating the present value of the cash flows that will take place over remaining term of the instruments, using the following assumptions:

- For Investments, such as fixed term deposits where the rate is fixed, the fair value has been assessed by using a discount rate for deposits of similar length with a comparable lender as at 31st March 2013;
- The fair value of trade and other receivables is taken to be the invoiced or billed amount.

The carrying amount and fair values for the Financial Instruments carried at amortised cost are shown in the table below.

	31 st March 2012		31 st March 2013	
	Carrying Amount £'000	Fair Value £'000	Carrying Amount £'000	Fair Value £'000
Financial Assets				
- Investments	0	0	0	0
- Fixed Term Investments	2,205	2,205	1,738	1,738
Sub Total - Note One	2,205	2,205	1,738	1,738
- Trade and other receivables	6,922	6,922	6,972	6,972
Financial Liabilities				
- Long term Creditors	(53)	(53)	(51)	(51)
- Capital Grants Received in Advance	(1,010)	(1,010)	(1,151)	(1,151)
- Trade and other payables	(14,011)	(14,011)	(12,320)	(12,320)
- Short-term Borrowing	(8,028)	(8,028)	(15,015)	(15,015)
- Long-term Borrowing	(56,884)	(61,009)	(56,906)	(62,176)

Note One: The fair value of the investments is the same as the fair value as the only investments held are the Icelandic investments, which have been impaired to their fair value.

NOTES TO THE FINANCIAL STATEMENTS

18. INVENTORIES

	Tourism		Corn Exchange		Exton Road		Other Stock		Total	
	2011-12	2012-13	2011-12	2012-13	2011-12	2012-13	2011-12	2012-13	2011-12	2012-13
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Balance at 1 April	30	23	7	5	144	115	14	13	195	156
Purchases	38	17	57	64	148	167	0	8	243	256
Expense in year	(45)	(25)	(59)	(62)	(177)	(119)	(1)	(14)	(282)	(220)
Written off balances	0	0	0	0	0	0	0	0	0	0
Reversals of write-offs in previous years	0	0	0	0	0	0	0	0	0	0
Balance at 31 March	23	15	5	7	115	163	13	7	156	192

19. CONSTRUCTION CONTRACTS

The Council has no construction contracts in respect of building assets for a third party in place at 31 March 2013.

NOTES TO THE FINANCIAL STATEMENTS

20. SHORT TERM DEBTORS

	2011-12	2012-13
	£'000	£'000
Government Departments	1,905	2,737
Other Local Authorities	875	330
NHS Bodies	3	6
Public Bodies	9	0
Sundry Debtors	5,829	5,672
	8,621	8,745
Provision for bad debts	(1,699)	(1,772)
Total Debtors	6,922	6,972

21. CASH AND CASH EQUIVALENTS

The balance of cash and cash equivalents is made up of the following elements:

	2011-12	2012-13
	£'000	£'000
Cash held by the Council	6	11
Bank current accounts	(568)	(986)
Short-term call accounts	1,651	4,944
Total cash and cash equivalents	1,089	3,969

22. ASSETS HELD FOR SALE

	Current		Non-Current	
	2011-12	2012-13	2011-12	2012-13
	£'000s	£'000s	£'000s	£'000s
Balance at 1 April	45	45	0	0
Assets newly classified:				
Property, plant and equipment	0	1,230	0	0
Intangible assets	0	0	0	0
Other assets / liabilities	0	0	0	0
Revaluation losses	0	(7)	0	0
Revaluation gains	0	367	0	0
Impairment losses	0	0	0	0
Assets declassified:				
Property, plant and equipment	0	0	0	0
Intangible assets	0	0	0	0
Other assets / liabilities	0	0	0	0
Assets sold	0	0	0	0
Transfers between current and non-current	0	0	0	0
Other movements	0	0	0	0
Balance at 31 March	45	1,635	0	0

NOTES TO THE FINANCIAL STATEMENTS

23. SHORT TERM CREDITORS

	2011-12	2012-13
	£'000	£'000
Government Departments	4,848	3,481
Other Local Authorities	1,165	980
NHS Bodies	0	0
Public bodies	1	5
Sundry Creditors	7,997	7,854
	14,011	12,320

24. PROVISIONS

The Council has an excess of £2,500 for public liability claims.

	Injury and Damage Compensation claims	Injury and Damage Compensation claims
	2011-12	2012-13
	£'000	£'000
Balance at 1 April	45	50
Additional provisions made	31	83
Amounts used	(15)	(50)
Unused amounts reversed	(11)	0
Balance at 31 March	50	83

25. USABLE RESERVES

Movements in the Council's usable reserves are detailed in the Movement in Reserves Statement and note 7.

	2011-12	2012-13
	£'000	£'000
General Fund Balance	4,285	3,358
Housing Revenue Account	5,793	6,364
Capital Receipts Reserve	896	1,623
Major Repairs Reserve	3,149	2,270
Earmarked Reserves	1,892	3,020
Capital Grants Unapplied	1,262	961
Balance at 31 March	17,277	17,596

NOTES TO THE FINANCIAL STATEMENTS

26 UNUSABLE RESERVES

	2011-12	2012-13
	£'000	£'000
Revaluation Reserve	53,154	61,929
Capital Adjustment Account	219,061	215,888
Financial Instrument Adjustment Account	(41)	(51)
Deferred Capital Receipts Reserve	5,806	11,602
Pensions Reserve	(69,606)	(73,738)
Collection Fund Adjustment Account	(7)	24
Accumulated Absences Account	(478)	(434)
Total Unusable Reserves	207,889	215,220

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

2011-12	2012-13	
£'000	£'000	£'000
45,791 Balance at 1 April		53,154
8,199 Upward revaluation of assets	14,212	
Downward revaluation of assets and impairment losses not charged (188) to CIES	(4,925)	
8,011 Surplus / deficit on revaluation		9,287
Difference between fair value depreciation and historical cost (648) depreciation	(512)	
0 Accumulated gains on assets sold	0	
(648) Amount written off to CAA		(512)
53,154 Balance at 31 March		61,929

NOTES TO THE FINANCIAL STATEMENTS

Capital Adjustment Account

The Capital Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for the consumption of non-current assets and for financing the acquisition, construction or enhancement of those assets under statutory provisions. The Account is debited with the cost of acquisition, construction or enhancement as depreciation, impairment losses and amortisations are charged to the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the 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 the Revaluation Reserve was created to hold such gains.

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

2011-12 £'000	2012-13 £'000 £'000
285,554	219,061
	Charges for depreciation and
(11,237)	(13,789)
	impairment of non-current assets
(540)	(413)
	Amortisation of intangible Assets
	Revenue expenditure funded from
(57,037)	(723)
	capital under statute
	Amounts of non-current assets
	written-off on disposal or sale as
(1,281)	(930)
	part of the gain/loss on disposal
(70,095)	(15,855)
	Adjusting amounts to Revaluation
648	513
	reserve
	Net amount written out of the cost
216,107	203,719
	of non-current assets in year

NOTES TO THE FINANCIAL STATEMENTS

2011-12	2012-13	
£'000	£'000	£'000
Capital finance applied in year:		
1,112 Use of Capital receipts reserve	998	
(1,615) Use of the Major Repairs Reserve	4,553	
Capital Grants and contributions		
1,624 applied - CIES	258	
Capital Grants and contributions		
339 applied - CGU Account	317	
Statutory provision for financing		
920 capital	1,107	
Capital Expenditure charged		
directly to the General Fund and		
49 HRA	4,536	
2,429		11,769
Movements in the market value of		
624 Investment Properties		(100)
Movement in the Donated Assets		
0 Account		658
(99) Repayment of Long Term Debtors		(158)
219,061 Balance at 31 March		215,888

NOTES TO THE FINANCIAL STATEMENTS

Financial Instruments Adjustment Account

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

2011-12 £'000	2012-13	
	£'000	£'000
(45) Balance at 1 April		(41)
Premiums incurred in year and 0 charged to CIES	0	
Proportion of premiums incurred in previous years to be charged to 0 General Fund	0	
0		0
Amount by which finance costs charged to CIES differ from finance 4 costs charged in year under statute	(10)	
4		(10)
(41) Balance at 31 March		(51)

Pensions Reserve

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

2011-12 £'000	2012-13	
	£'000	£'000
(45,518) Balance at 1 April		(69,606)
(22,447) Actuarial gains/losses		(1,354)
Reversal of items relating to (5,463) retirement benefits in the CIES		(6,270)
Employers pension contributions 3,822 and direct payments to pensioners		3,492
(69,606) Balance at 31 March		(73,738)

NOTES TO THE FINANCIAL STATEMENTS

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.

2011-12 £'000	2012-13	
	£'000	£'000
5,889		5,806
Transfer of Finance Lease		
(64)	5,839	
Premium to CIES		
Transfer to Capital Receipts		
(19)	(43)	
Reserve upon receipt of cash		5,796
5,806		11,602
Balance at 31 March		

Collection Fund Adjustment Account

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

2011-12 £'000	2012-13	
	£'000	£'000
(18)		(7)
Balance at 1 April		
Amount by which council tax		
credited to CIES differs from		
council tax calculated for the year		
11	31	
under statute		31
(7)		24
Balance at 31 March		

NOTES TO THE FINANCIAL STATEMENTS

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.

2011-12 £'000	2012-13	
	£'000	£'000
(449) Balance at 1 April		(478)
Settlement / cancellation of 449 previous year's accrual	478	
(478) Amounts accrued at the end of year	(434)	
Amount by which remuneration charged to CIES differs from remuneration charged for the year (29) under statute		44
(478) Balance at 31 March		(434)

27. CASHFLOW STATEMENT – OPERATING ACTIVITIES

	2011-12 £'000	2012-13 £'000
Net (surplus) / deficit on provision of Services	62,473	315
Depreciation	(4,756)	(6,349)
Impairment	(8,579)	(8,901)
Amortisation	(540)	(414)
Investment (losses) / gains	(13)	90
Donated assets	0	659
Pension liability	(1,641)	(2,778)
Carrying amount of non-current assets sold	(434)	(961)
Movement in investment properties	(223)	(100)
Capital grants applied	1,624	259
Finance lease income	(64)	5,839
Other	(16)	1,172
Movement in inventories	(39)	38
Movement in debtors	544	(610)
Movement in creditors	(2,690)	(358)
less		
Items classified elsewhere	2,151	1,841
	47,797	(10,258)

NOTES TO THE FINANCIAL STATEMENTS

28. CASHFLOW STATEMENT – INVESTING ACTIVITIES

	2011-12	2012-13
	£'000	£'000
Purchase of non-current assets	12,885	17,503
Purchase of short and long-term investments	47,009	33,100
Other payments for investing activities	0	0
Proceeds from the sale of non-current assets	(2,151)	(1,841)
Proceeds of short and long-term investments	(49,619)	(33,676)
Other receipts for investing activities	(3,467)	(978)
Net cash flows from investing activities	4,657	14,108

29. CASHFLOW STATEMENT – FINANCING ACTIVITIES

	2011-12	2012-13
	£'000	£'000
Cash receipts of short and long-term borrowing	(72,384)	(15,000)
Other receipts for financing activities	(4,027)	270
Cash payments for the reduction of liabilities relating to finance leases	0	0
Repayments of short and long-term borrowing	22,500	8,000
Other payments for financing activities	0	0
Net cash flows from financing activities	(53,911)	(6,730)

NOTES TO THE FINANCIAL STATEMENTS

30. 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*. However, decisions about resource allocation are taken by the Council's Executive on the basis of budget reports analysed across directorates. These reports are prepared on a different basis from the accounting policies used in the financial statements. In particular:

- not all charges are made in relation to capital expenditure (revaluation and impairment losses in excess of the balance on the Revaluation Reserve 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 pensions contributions) rather than current service cost of benefits accrued in the year

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

	2011-12	2012-13
Directorate Net Expenditure	£'000	£'000
Community & Environment	12,235	13,842
Economy & Development	(2,548)	(3,240)
Corporate Services	6,160	5,883
HRA	0	0
less		
Notional Capital Charges	(3,255)	(3,081)
IAS Pension Adjustment	40	0
Net Expenditure	12,632	13,404

NOTES TO THE FINANCIAL STATEMENTS

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

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

	2011-12	2012-13
	£'000	£'000
Net expenditure in the Directorate analysis	12,632	13,404
Net expenditure of services not included in the analysis	4,026	3,431
Amounts in the CIES not reported to management in the analysis	65,964	9,570
Amounts included in the analysis not included in the CIES cost of services	(1,554)	(5,581)
Cost of Services in CIES	81,068	20,824

NOTES TO THE FINANCIAL STATEMENTS

Reconciliation to Subjective Analysis

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.

	Directorate Analysis	Services & Support Services not in analysis	Amounts not reported to management for decision making	Amounts not included in CIES	Allocation of recharges	Cost of services	Corporate Amounts	Total
2012-13	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fees & charges	(39,273)			2,884		(36,389)		(36,389)
Interest & Investment income						0	(14,168)	(14,168)
Income from Council Tax						0	(4,788)	(4,788)
Government grants & contributions	(51,041)					(51,041)	(10,599)	(61,640)
Total Income	(90,314)	0	0	2,884	0	(87,430)	(29,555)	(116,985)
Employees	19,203	350		(393)		19,160		19,160
Other expenses	82,351		609	(8,072)		74,888	424	75,312
Support Service recharges						0		0
Depreciation, amortisation & impairment	2,164	3,081	8,961			14,206		14,206
Interest payments						0	9,185	9,185
Payments to Housing Pool						0	317	317
Gain / loss of disposal of assets						0	(880)	(880)
Total Expenditure	103,718	3,431	9,570	(8,465)	0	108,254	9,046	117,300
Surplus / deficit on the provision of services	13,404	3,431	9,570	(5,581)	0	20,824	(20,509)	315

NOTES TO THE FINANCIAL STATEMENTS

	Directorate Analysis	Services & Support Services not in analysis	Amounts not reported to management for decision making	Amounts not included in CIES	Allocation of recharges	Cost of services	Corporate Amounts	Total
2011-12	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fees & charges	(36,696)					(36,696)		(36,696)
Interest & Investment income						0	(1,130)	(1,130)
Income from Council Tax						0	(4,747)	(4,747)
Government grants & contributions	(49,724)					(49,724)	(12,084)	(61,808)
Total Income	(86,420)	0	0	0	0	(86,420)	(17,961)	(104,381)
Employees	19,695	771		(679)		19,787		19,787
Other expenses	77,357		57,385	(875)		133,867	672	134,539
Support Service recharges						0		0
Depreciation, amortisation & impairment	2,000	3,255	8,579			13,834		13,834
Interest payments						0	120	120
Payments to Housing Pool						0	291	291
Gain / loss of disposal of assets						0	(1,717)	(1,717)
Total Expenditure	99,052	4,026	65,964	(1,554)	0	167,488	(634)	166,854
Surplus / deficit on the provision of services	12,632	4,026	65,964	(1,554)	0	81,068	(18,595)	62,473

NOTES TO THE FINANCIAL STATEMENTS

31. MEMBERS ALLOWANCES

The Council paid the following amounts to members of the council during the year:

	2011-12	2012-13
	£'000	£'000
Salaries	12	17
Allowances	246	248
Expenses	0	1
Total	258	266

32. OFFICERS REMUNERATION

The number of employees whose remuneration, was £50,000 or more in bands of £5,000 were:

Remuneration Band	Number of Employees	
	2011-12	2012-13
£50,000 - £54,999	4	1
£55,000 - £59,999	4	3
£60,000 - £64,999	4	6
£65,000 - £69,999	0	0
£70,000 - £74,999	0	0
£75,999 - £79,999	0	0
£80,000 - £84,999	3	2
£85,000 - £89,999	0	0
£90,000 - £94,999	1	1

NOTES TO THE FINANCIAL STATEMENTS

The table below sets out the remuneration of Statutory Officers and the Council's Strategic Management Team.

2012-13

Post	Remuneration	Bonuses	Expenses	Taxable Benefits	Total Remuneration	Employers Pension Contributions	Total
Chief Executive	93,776	0	308	0	94,083	17,438	111,521
Strategic Director	83,000	0	258	0	83,258	17,015	100,273
Strategic Director	83,000	0	176	0	83,176	17,015	100,191
Assistant Director Economy	64,000	0	982	0	64,982	13,120	78,102
Assistant Director Environment	64,000	0	289	0	64,289	13,120	77,409
Assistant Director Business Transformation	64,000	0	41	0	64,041	13,120	77,161
Assistant Director Finance	60,999	0	240	3,143	64,382	12,505	76,887
Assistant Director City Development	64,000	0	0	0	64,000	13,120	77,120
Assistant Director Housing	54,021	0	428	0	54,449	11,074	65,524
Assistant Director Public Realm	64,000	0	0	0	64,000	13,120	77,120
Corporate Manager - Legal	58,745	0	61	0	58,806	12,020	70,826

2011-12

Post	Remuneration	Bonuses	Expenses	Taxable Benefits	Total Remuneration	Employers Pension Contributions	Total
Chief Executive	93,941	0	241	0	94,182	19,258	113,440
Strategic Director (E&D)	81,746	0	162	0	81,908	16,758	98,665
Strategic Director (C&E)	81,495	0	0	0	81,495	16,707	98,202
Strategic Director (Corporate)	81,495	0	0	0	81,495	16,707	98,202
Assistant Director Economy	63,417	0	863	0	64,280	13,000	77,280
Assistant Director Environment	63,527	0	63	0	63,590	13,000	76,590
Assistant Director Business Transformation	63,417	0	52	0	63,469	13,000	76,469
Assistant Director Finance	60,416	0	0	2,872	63,288	12,385	75,673
Assistant Director City Development	59,529	0	0	0	59,529	12,203	71,732
Corporate Manager - Legal	58,520	0	71	0	58,591	11,974	70,565
Acting Assistant Director Housing	53,054	0	38	0	53,092	10,876	63,968
Assistant Director Public Realm	51,264	0	0	0	51,264	10,509	61,773

NOTES TO THE FINANCIAL STATEMENTS

33. AUDIT COSTS

In 2012-13 Exeter City Council incurred the following fees relating to external audit and inspection:

	2011-12 £'000	2012-13 £'000
Fees payable to Grant Thornton with regard to external audit services carried out by the appointed auditor*	127	76
Fees payable to Audit Commission in respect of statutory inspection	0	0
Fees payable to Grant Thornton for the certification of grant claims and returns	31	15
Fees payable in respect of other services provided by the appointed auditor**	10	5
	168	96

* The Audit Commission provided a rebate on the Audit fee of £5,583 during 2012-13 (2011-12 - £8,476).

** Charge for a review of the creditors process at the Council £10,000 2011-12

** Charge for submission of a VAT claim in respect of trade waste £5,000 2012-13

34. GRANT INCOME

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

	2011-12 £'000	2012-13 £'000
Credited to Taxation and non-specific grant income		
Council taxpayers	(4,747)	(4,788)
Revenue Support Grant	(2,191)	(159)
New Homes Bonus	(389)	(1,323)
Council Tax Freeze Grant	(118)	(119)
Local Services Support Grant	(505)	(505)
NNDR	(7,089)	(8,217)
HLF Grant	(894)	0
HCA Grant	(338)	0
Other Capital Grants	(61)	(115)
Other Capital Contributions	(499)	(160)
Total	(16,831)	(15,386)
Credited to Services		
Benefit Subsidy	(45,160)	(47,587)
NNDR Cost of Collection	(228)	(226)
Supporting People	(280)	(269)
CT/HB Admin Grant	(874)	(849)
Other Grants	(3,026)	(2,110)
Total	(49,568)	(51,041)

NOTES TO THE FINANCIAL STATEMENTS

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

	2011-12	2012-13
	£'000	£'000
Capital Grants receipts in advance		
Crossmead Public Open Space	(103)	(103)
Land at Beacon Avenue	(97)	(97)
Leisure - St Pauls	(4)	0
Environmental Cont - Rydon Lane	(13)	(13)
Leisure Contribution - Cowick St	(12)	(13)
Building improvement - Cowick St	(34)	0
Affordable Housing - Cowick St	(532)	(714)
Community Facility - Western Way	(8)	(45)
Other Grants	(207)	(166)
Total	(1,010)	(1,151)

35. RELATED PARTIES

The council is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence or to be controlled or influence 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, providing the statutory framework, the majority of the funding, and prescribes the terms of many of the transactions that the council has with other parties (e.g. housing benefits).

Council Members – have direct control over the council's financial and operating policies. No transactions were made with companies in which members had an interest

Officers – no disclosures

Other public bodies – no disclosures

Companies – details can be found in the Group Accounts.

NOTES TO THE FINANCIAL STATEMENTS

36. CAPITAL EXPENDITURE AND CAPITAL FINANCING

The total amount of capital expenditure incurred in the year is shown in the table below (including the value of assets acquired under finance leases and PFI/PPP contracts), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the Authority, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the Authority that has yet to be financed. The CFR is analysed in the second part of this note.

	2011-12	2012-13
	£'000	£'000
Opening Capital Financing Requirement	22,400	86,503
Capital Investment		
Intangible Assets	176	125
Property, Plant and Equipment	11,209	13,978
Investment Properties	33	23
Long Term Debtors	203	344
REFCUS	57,982	1,389
Sources of Finance		
Capital Receipts	(1,212)	(998)
Government grants and other contributions	(3,260)	(1,176)
Sums set aside from revenue	(49)	(9,089)
Minimum Revenue Provision	(920)	(1,107)
Repayment of Long Term Debtors	(59)	(158)
Closing Capital Financing Requirement	86,503	89,834

NOTES TO THE FINANCIAL STATEMENTS

	2011-12	2012-13
	£'000	£'000
Explanation of movements in year		
Increase in underlying need to borrow (support by Government financial assistance)	0	0
Increase in underlying need to borrow (unsupported by Government financial assistance)	64,103	3,331
Assets acquired under finance leases		
Increase/(decrease) in Capital Financing Requirement	64,103	3,331

NOTES TO THE FINANCIAL STATEMENTS

37. LEASES

Council as a Lessee

Finance Leases

The Council has acquired a number of its investment properties and some small items of equipment on finance leases. However the items of equipment are below the Council's de minimis for treatment as capital expenditure and they have therefore been treated at operating leases, with the rental charge being charged to the relevant service within the net cost of services.

In respect of investment properties, there are fifteen assets, which have been leased in under finance leases, owing to the length of the lease. However, none of the fifteen leases attracted a lease premium payment, nor is there an annual lease payment due. The assets therefore have been initially recognised in the accounts at zero, being the lower of the net present value of the lease payments or the fair value of the asset. Where appropriate the assets have been revalued to reflect the value to the Council of the lease, were the Council to sell it at market value.

The Council therefore has no minimum lease payments in respect of finance leases.

Operating Leases

The Council holds some capital assets, principally property, plant and equipment under operating lease agreements. The majority of the lease payments represent rent payments to property owners who have provided property on short term lease arrangements (3-5 years) for temporary accommodation. Rental payments made in the year amounted to £1,282,159 (2011-12 £1,000,086). Rental Payments due in 2013-14 can be broken down as follows:

Due to expire in 2013-14 (or on 1 year rolling agreements)	£47,734
2 – 5 Years	£1,234,425
5+ Years	0

NOTES TO THE FINANCIAL STATEMENTS

Council as a Lessor

Finance Leases

The Authority has thirty leases, which would be classified as finance leases under IFRS. The asset valuation in the Balance Sheet is therefore based on the freehold interest in the asset.

Twenty six of the leases were entered into prior to 2010 and therefore the Council has taken advantage of the statutory regulations allowing the income received to be retained as revenue income.

The gross investment is made up of the following amounts

	2011-12 £'000	2012-13 £'000
Finance Lease Debtor		
• Current	64	112
• Non-current	6,181	11,420
Unearned finance income	6,245	11,532
Unguaranteed Residual Value	11,758	15,036
Gross investment in Lease	18,003	26,568

The large increase in the value of the leases relates to three finance leases let during 2012-13. Each of the leases has a term of 125 years and one in particular has a substantial annual payment of £240,000 per annum.

This has the effect of increasing Long Term Debtors and Deferred Capital Receipts by £5.287 million, which will be released over the 125 year term of the leases. All of the leases expire after five years and the annual repayment totals £111,966.

Operating Leases

The Council leases out approximately 730 Commercial Premises. Investment income totalling £2,902,343 has been received in respect of these properties, during 2012-13 (£2,774,296 2011-12).

Note 13 sets out the value of the investment properties in the accounts. As they are investment properties, they are carried at their fair value and no depreciation is charged.

Due to expire in 2013-14 (or on 1 year rolling agreements)	£277,770
2 – 5 Years	£473,816
5+ Years	£2,198,940

NOTES TO THE FINANCIAL STATEMENTS

38. IMPAIRMENT LOSSES

During 2012/13, the Council has recognised impairment losses of £4.674 million and £4.287 million in relation to its Council dwellings and operational land and buildings respectively.

39. TERMINATION BENEFITS

The Authority terminated the contracts of a number of employees in 2012-13, incurring liabilities of £489,840 in redundancy payments (£460,157 - 2011-12) and £99,939 in pension strain payments (£401,456 – 2011-12).

These are broken down as follows:

Band	Number of Employees	
	2012-13	2011-12
Compulsory Redundancy		
Less than £20,000	2	21
£20,000 - £39,999	2	6
£40,000 - £59,999	2	1
£60,000 - £79,999	0	3
£80,000 - £99,999	0	1
Voluntary Redundancy		
Less than £20,000	12	0
£20,000 - £39,999	5	2
£40,000 - £59,999	2	0
£60,000 - £79,999	0	1
£80,000 - £99,999	0	0
£100,000 - £149,999	0	0
£150,000 - £199,999	0	1
£200,000 - £249,999	0	1

NOTES TO THE FINANCIAL STATEMENTS

40. DEFINED BENEFIT PENSION SCHEMES

- Exeter City Council participates in the Local Government Pension Scheme, which is administered by Devon County Council. The Local Government Pension Scheme is a defined benefit scheme based on a final pensionable salary, with index linked pensionable benefits.
- Although the Council only participates in the Local Government Pension Scheme, a number of early retirements mean that there is an element of unfunded liabilities for the Council to cover.
- The Pension Reserve shows the City Council's current deficit in the Devon County Council Pension Fund. The figure has been derived from an actuarial valuation in 2010 rolled forward to take into account changes in the intervening period.

The most recent valuation was carried out as at 31 March 2010, and has been updated by independent actuaries to the Devon County Council Pension Fund to take account of the requirements of IAS 19 in order to assess the liabilities of the Fund as at 31 March 2013. Liabilities are valued on an actuarial basis using the projected unit method, which assesses the future liabilities discounted to their present value.

Exeter City Council's contribution rate over the accounting period was 20.5% of pensionable pay. The contribution rates certified for Exeter City Council at 31 March 2010 valuation are as follows:

April 2011 to March 2012	20.5% of pensionable pay
April 2012 to March 2013	20.5% of pensionable pay
April 2013 to March 2014	20.5% of pensionable pay

These figures include the past service element of the contribution rate. The estimated value of employer contributions for 2013-14 is £2.924m.

The estimated asset allocation as at 31 March 2013 is as follows:

Asset Share	2011-12		2012-13	
	£'000	%	£'000	%
Equities	59,272	69	57,858	61
Gilts	15,462	18	12,330	13
Other Bonds	-	-	-	-
Property	5,154	6	7,588	8
Cash	5,154	6	2,845	3
Target Return Portfolio	859	1	14,227	15
Total	85,901	100	94,848	100

NOTES TO THE FINANCIAL STATEMENTS

The main assumptions used for the purposes of IAS 19 are as follows:

	2011-12	2012-13
Discount rate for scheme liabilities	4.6% pa	4.5% pa
Discount rate for pension cost	4.6% pa	4.5% pa
Rate of increase in salaries	4.7% pa	4.8% pa
Rate of increase in pensions in payment	2.5% pa	2.6% pa
Rate of increase in deferred pensions	2.5% pa	2.6% pa
Rate of inflation - RPI	3.3% pa	3.4% pa
- CPI	2.5% pa	2.6% pa
<i>Mortality assumptions</i>		
Longevity at 65 – current pensioners		
Men	20.5	20.6
Women	24.5	24.6
Longevity at 65 – future pensioners		
Men	22.5	22.6
Women	26.4	26.5
Rate of return on equities	6.3% pa	
Rate of return on government bonds	3.3% pa	
Rate of return on corporate bonds	4.6% pa	
Rate of return on property	4.3% pa	
Rate of return on other assets	3.0% pa	
Absolute Return Funds	4.7% pa	
Avg long term expected rate of return	5.4% pa	5.4% pa
Conversion of pension into lump sum		
Pre April 2008 permitted amount	50%	50%
Post April 2008 permitted amount	50%	50%

In accordance with IAS 19, Exeter City Council is required to disclose certain information concerning assets, liabilities, income and expenditure related to pension schemes for its employees.

The amounts charged to the Comprehensive Income & Expenditure Statement and reversed out in the Movement in Reserves Statement were as follows:

CIES	2011-12 £m	2012-13 £m
<i>Net Services Cost</i>		
Current Service Cost	3.010	3.676
Past Service Costs	-	-
Loss / (gain) on curtailment	0.731	0.166
<i>Financing and Investment Income and Expenditure</i>		
Interest Cost	7.110	7.042
Expected Return on Assets	<u>(5.388)</u>	<u>(4.614)</u>
	5.463	6.270
Movement in Reserves Statement		
Reversal of net charges	(5.463)	(6.270)
Employers contributions	3.822	3.492

NOTES TO THE FINANCIAL STATEMENTS

Assets are valued at fair value, principally market value for investments, and are reconciled as follows:

	2011-12	2012-13
	(£m)	(£m)
Opening fair value of assets	83.614	85.901
Expected return on assets	5.388	4.614
Actuarial gains / (losses) on assets	(2.727)	6.088
Contributions by the employer	3.889	3.325
Contributions by participants	0.986	0.926
Net benefits paid out	<u>(5.249)</u>	<u>(6.006)</u>
Closing fair value of assets	<u>85.901</u>	<u>94.848</u>

Reconciliation of the present value of scheme liabilities

	2011-12	2012-13
	(£m)	(£m)
Opening present value of liabilities	129.689	155.507
Current service cost	3.010	3.676
Interest cost	7.110	7.042
Contributions by participants	0.986	0.926
Actuarial (gains) / losses on liabilities	19.230	7.275
Net benefits paid out	(4.972)	(5.722)
Past service cost	-	-
Loss (gains) on curtailments	0.731	0.166
Unfunded pension payments	<u>(0.277)</u>	<u>(0.284)</u>
Closing present value of liabilities	<u>155.507</u>	<u>168.586</u>

The amounts recognised in the Other Comprehensive Income and Expenditure are:

	2011-12	2012-13
	(£m)	(£m)
Actual return less expected return on pension scheme assets	(2.727)	6.088
Experience gain (loss)	(0.035)	(0.145)
Changes in assumptions underlying the present value of the scheme liabilities	<u>(19.195)</u>	<u>(7.130)</u>
Total gain / (loss) in CIES	<u>(21.957)</u>	<u>(1.187)</u>

NOTES TO THE FINANCIAL STATEMENTS

The scheme history of asset values, present values of liabilities and surplus / deficit are shown below.

	2008-09	2009-10	2010-11	2011-12	2012-13
present value -liabilities	(£m)	(£m)	(£m)	(£m)	(£m)
LGPS – Funded	(113.48)	(164.72)	(126.20)	(151.91)	(164.92)
LGPS – Unfunded	(4.06)	(4.33)	(3.49)	(3.60)	(3.67)
Fair Value of assets	61.24	81.51	84.17	85.90	94.85
Surplus / (deficit)					
LGPS – Funded	(52.24)	(83.21)	(42.03)	(66.01)	(70.07)
LGPS – Unfunded	(4.06)	(4.33)	(3.49)	(3.60)	(3.67)
Total surplus / (deficit)	(56.30)	(87.54)	(45.52)	(69.61)	(73.74)

NOTES TO THE FINANCIAL STATEMENTS

The actuarial gains identified as movements on the Pensions reserve can be analysed into the following categories as a percentage of the assets or liabilities for that year:

	2008-09	2009-10	2010-11	2011-12	2012-13
	(%)	(%)	(%)	(%)	(%)
Actual return less expected return on assets	(33.5)	20.3	(2.8)	(3.2)	6.4
Experience gains and losses on pension liabilities	(0.3)	0.2	7.6	0.0	(0.1)

NOTES TO THE FINANCIAL STATEMENTS

41. CHARITABLE AND TRUST FUNDS

The Council administers 5 charitable/trust funds related to Leisure and Museum services, principally from legacies left by individual Exeter inhabitants over a period of years. The funds do not represent assets of the Council and are not included in the Consolidated Balance Sheet.

The funds are:

	Value of fund at 1.4.12	Expenditure	Income	Value of fund at 31.3.13
	£'000	£'000	£'000	£'000
Reynolds Chard Bequest	366	(16)	12	362
Veitch Bequest	21	0	0	21
Dorothy Holman Trust	40	0	0	40
Bowling Green Marshes	(1)	(3)	3	(1)
Topsham Recreation Ground	17	0	0	17
	443	(19)	15	439

42. FINANCIAL INSTRUMENTS – INVESTMENTS IN ICELANDIC BANKS

Early in October 2008, the Icelandic banks Landsbanki and Glitnir collapsed. The authority had £5m deposited across 2 of these institutions, with varying maturity dates and interest rates as follows:

Amount Invested (£m)	Carry Value 01/04/12 (£m)	Repayment 2012-13 (£m)	Carry Value 31/03/13 (£m)	Impairment (£m)
£3.0	£1.800	£0.576	£1.286	(£0.062)
£2.0	£0	£0	£0	£0

The current situation is set out below:

Glitnir Bank hf

Glitnir has been repaid in full, An investment of £0.427m is held in escrow in the new Glitnir bank, which represents funds repaid in Krona that cannot be recovered yet due to ongoing currency controls.

Landsbanki Islands hf

Landsbanki have continued to make repayments during 2012-13. A further £0.576m has been repaid in currencies that the Council has been able to convert into Sterling. This means that £1.527m has now been repaid and £1.472m is outstanding. It is still anticipated that the Council will recover 100% of the funds invested plus the interest. Of the funds repaid, only a small amount remains in Iceland and totals £0.025m. The best estimate for the final return of all funds is 2019.

NOTES TO THE FINANCIAL STATEMENTS

43. NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS

The Council's activities expose it to a variety of financial risks:

- credit risk – the possibility that other parties might fail to pay amounts due to the authority
- liquidity risk – the possibility that the authority might not have funds available to meet its commitments to make payments
- market risk – the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates and stock movements

The Council's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management is carried out by the Council's finance team, under policies approved by full Council as set out in the Treasury Management Strategy. The Council provides written principles for overall risk management, as well as written policies covering specific areas, such as interest rate risk, credit risk and the investment of surplus cash.

Credit risk

Credit risk arises from deposits with banks and financial institutions, as well as credit exposures to the Council's customers. As a result of the Council's exposure to Icelandic Banks, the Council's in-house criteria have been significantly tightened. The latest Strategy was approved on 26 February 2013.

Deposits are not made with banks and financial institutions unless they are rated independently (by both Fitch and Moody's credit rating agencies) and based in the UK or are a local authority. There are a range of investment limits relating to both value and length of deposit depending on rating. For example UK institutions with the highest rating of rates F1+ have a maximum investment of £3 million for up to 364 days, Foreign institutions that deal in Sterling and are rated F1+ have a maximum investment of £2 million for up to 180 days, whilst the lowest rating the Council will accept (F1 and P1) have a maximum investment of £1 million for up to 90 days. For the two major UK clearing banks (Barclays and Lloyds Group) and Nationwide, which are rated F1 and P1 (£3 million can be invested for up to 90 days).

The following analysis summarises the Council's potential maximum exposure to credit risk, based on experience of default and uncollectability over the last five financial years, adjusted to reflect current market conditions.

NOTES TO THE FINANCIAL STATEMENTS

	Amount at 31/03/2013	Historical experience of default	Historic experience adjusted for market conditions at 31/03/2013	Estimated maximum exposure to default and uncollectability
	£'000	%	%	£'000
Deposits with banks and other financial institutions	1,738	4.3	5	87
Trade and other Receivables – Sundry Debt	6,746	10	15	1,012
Other statutory debts	226	10	15	34
Total	8,710			1,133

NOTES TO THE FINANCIAL STATEMENTS

The Council has varying credit terms for customers. In reviewing the Council's sundry debt (which does not include Council Tax, Business Rates or money owed by the Government in respect of Business Rates etc): Out of the £5.672m sundry debt in note 20, some £3.0 million is invoiced debt. £1.9 m of this invoiced debt out of the £3.0 m balance is past its due date for payment. The past due amount can be analysed by age as follows:

	£'000
Less than 3 months	335
Three to six months	175
Six months to one year	431
More than one year	977
Total	1,918

Liquidity Risk

As the Council has ready access to borrowings from the Public Works Loans Board, there is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. The Council has one long-term loan, taken out on 28 March 2012 to cover the HRA self-financing payment. This loan is due for repayment in 2062. There is a risk of having to replenish this loan at unfavourable interest rates.

All trade and other payables are due to be paid in less than one year.

Market risk

Interest rate risk

The Council is exposed to significant risk in terms of its exposure to interest rate movements on its borrowing and investments. Movements in interest rates have a complex impact on the Council. For example a rise in interest rates would have the following effects:

- borrowings at variable rates – the interest expenses charged to the Income and Expenditure will rise
- borrowings at fixed rates - the fair value of the liabilities borrowings will fall
- investments at variable rates – the interest income credited to the Income and Expenditure will rise
- investments at fixed rates - the fair value of the assets will fall

Borrowings are not carried at fair value, so nominal gains and losses on fixed rate borrowings would not impact on the CIES. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the CIES and affect the General Fund Balance. Movements in the fair value of fixed rate investments will be reflected in the Other Comprehensive Income & Expenditure.

NOTES TO THE FINANCIAL STATEMENTS

The Council has a number of strategies for managing interest rate risk; however it has not borrowed using variable rate loans for many years.

If on the 31 March 2013 the interest rates are 1% higher than the actual interest rates the financial impact would be:

Borrowing:

The Council's short term fixed rate borrowing as at 31/03/2012 was taken out over a maximum of one year. A 1% increase in interest rates would increase the cost by £150,000 over a year. The Council's long-term borrowing has been taken out over a period of 50 years and matures in 2062. A 1% increase in interest rates would increase the cost of borrowing by £568,840 a year.

Investments:

It is reasonable to assume that the Council's investments in "cash" accounts should increase by the change in interest rates. A 1% increase would generate an additional £16,510 over a year. In respect of the fixed term deposits of £2.2m an increase of 1% would have decreased the fair value by £22,050.

The impact of a 1% fall in interest rates would be as above but with the movements being reversed.

Price Risk

The Council does not generally invest in equity shares. The Council does have an interest in three companies but these do not lead to a share of profits or consist of an equity value on the Balance Sheet.

Foreign Exchange Risk

The Council has received a substantial recovery of the money it placed in Iceland. The repayments were made in a basket of currencies, based on foreign exchange rates at 22 April 2009. Most of the funds have been converted to Sterling; however some repayments were made in Icelandic Kroner. Currency restrictions in Iceland mean that the funds must remain in Iceland and are held in escrow. The funds have been revalued at 31 March 2013 and a foreign currency gain has been charged against the Comprehensive Income and Expenditure Statement. A 1% reduction in the value of the Kroner will mean a reduction of £4,000 in the value of the investments.

NOTES TO THE FINANCIAL STATEMENTS

44. CONTINGENT ASSET

The Council has an outstanding insurance claim, which may result in the Council receiving a cash settlement in the future. The timing and value of the potential settlement is at this stage uncertain and no provision has therefore been made in the accounts. The value of any claim is in the region of £598,000.

45. CONTINGENT LIABILITY

The Council is obliged to keep information on Environmental Information regulations and, where possible, to make that information freely available. Case law has indicated that local authorities may have charged for information that should have been provided free of charge, but the situation is still evolving. The Council may be subject to claims for refunds of fees incorrectly paid. It is not possible to accurately estimate an amount but it is not considered to be material.

HRA INCOME & EXPENDITURE ACCOUNT

2011-2012		2012-2013
£'000	Income	£'000
(16,227)	Dwelling rents	(17,568)
(446)	Non dwelling rents	(489)
(680)	Charges for services and facilities	(864)
(5)	Contributions towards expenditure	0
(20)	HRA Subsidy receivable	0
(17,378)	Total Income	(18,921)
	Expenditure	
4,227	Repairs and maintenance	4,863
3,325	Supervision and management	3,491
7	Rents, rates, taxes and other charges	12
4,301	Negative HRA Subsidy payable	0
8,307	Depreciation and impairment of non-current assets	7,186
29	Debt management costs	8
56,884	Self Financing Settlement Payment to DCLG	0
(23)	Increase/(decrease) in bad debt provision	26
77,057	Total Expenditure	15,586
59,679	Net Cost of HRA Services as included in the Comprehensive Income and Expenditure Statement	(3,335)
145	HRA share of Corporate and Democratic Core	151
0	HRA Share of Past Service Cost	0
59,824	Net Cost of HRA Services	(3,184)

HRA INCOME & EXPENDITURE ACCOUNT

2011-2012		2012-2013
£'000		£'000
	HRA share of the operating income and expenditure included in the Comprehensive Income and Expenditure Statement:	
(337)	(Gain) or loss on sale of HRA non-current assets	(672)
31	Interest payable and similar charges	1,988
(51)	Interest and investment income	(44)
	Pensions interest cost and expected return	143
104	pensions assets	
(160)	Capital grants and contributions receivable	(84)
59,411	(Surplus) or deficit for the year on HRA services	(1,853)

Movement on the HRA Statement

2011-2012		2012-2013
£'000		£'000
(3,918)	Housing Revenue Account surplus brought forward	(5,793)
59,411	(Surplus) or deficit for the year on the HRA Income and Expenditure Account	(1,853)
(61,286)	Net additional amount required by statute to be debited or (credited) to the HRA balance for the year	1,282
(1,875)	(Increase) or decrease in the HRA Balance	(571)
(5,793)	Housing Revenue Account surplus carried forward	(6,364)

HRA – NOTES TO THE ACCOUNT

1. HRA DWELLINGS

	Flats	Houses and Bungalows	Total
At 31 March 2012	2,656	2,391	5,047
At 31 March 2013	2,619	2,422	5,041

2. VACANT POSSESSION VALUE OF DWELLINGS

At 1 April 2013 the vacant possession value of the dwellings was £612.855 million, this compares to the tenanted market value in the Balance Sheet of £189.985 million. The difference of £422.870 million represents the economic cost to the Government of providing council housing at less than open market rents.

3. COUNCIL'S OWN BUILD SCHEME

The Council's Own Build scheme involves the development of 21 homes at Sivell Place and Merlin Crescent. Whilst this development remains within the overall umbrella of the Housing Revenue Account, nevertheless the costs and incomes arising from the development are not part of the HRA subsidy system but are required to be financed and accounted for separately. The cost of servicing the borrowing will therefore be met from the rent income received from the completed dwellings.

4. MAJOR REPAIRS RESERVE

This is a reserve for the financing of major repairs and improvements to HRA assets. The movements during 2012-13 were as follows:

Income	2011-12 £'000	2012-13 £'000
Balance at 1 April	-	3,149
Transfer from the HRA	3,501	3,674
	<u>3,501</u>	<u>6,823</u>
Expenditure		
HRA Consolidation Reversal	-	-
Financing HRA Capital Expenditure		
Land	-	-
Houses	352	4,553
Other Property	-	-
	<u>352</u>	<u>4,553</u>
Balance at 31st March	<u>3,149</u>	<u>2,270</u>

HRA – NOTES TO THE ACCOUNT

5. BALANCE SHEET VALUATIONS OF ASSETS

	Dwellings	Garages	Vehicles, Plant & Equipment	Intangible Assets	Assets Under Construction	Assets Held for Sale	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
At 31 March 2012	190,090	1,076	109	2	706	0	191,983
At 31 March 2013	189,985	1,064	102	2	853	894	192,900

Within the valuation of Council dwellings as at 31 March 2013 of £189.985m, £96.361m was attributable to the value of land (2011-12 £96.471m) and £93.624m to buildings (2011-12 £93.619m).

6. HRA CAPITAL EXPENDITURE

HRA capital expenditure amounted to £8.945m during 2012-13 (£62.015m 2011-12), the expenditure and sources of finance were as follows:

	Total Expenditure	Sources of Finance				
		Major Repairs Reserve	Revenue Contributions	Borrowing	Grants & Other Contributions	Capital Receipts
	£'000	£'000	£'000	£'000	£'000	£'000
Land						
Houses	8,923	4,092	4,232		82	517
Other Property	22		22			
Total	8,945	4,092	4,254	0	82	517

HRA – NOTES TO THE ACCOUNT

7. HRA CAPITAL RECEIPTS

The following capital receipts were received during the year from disposals of land, houses and other property within the authority's HRA:

	2011-12 £'000	2012-13 £'000
Land	0	0
Dwellings	755	1,650
Repayment of discounts	6	
	<u>761</u>	<u>1,650</u>
Less amount pooled	<u>(291)</u>	<u>(317)</u>
	470	1,333

8. IMPAIRMENT CHARGES

Impairment charges of £4.674 million were debited to the HRA Income and Expenditure Account in 2012-13 although they were reversed out in the Statement of Movement on the HRA Balance, to avoid having an impact on rent levels, in accordance with the Code of Practice.

9. DEPRECIATION & AMORTISATION

The depreciation and amortisation charges for the year in respect of HRA assets were:

	2011-12 £'000	2012-13 £'000
Intangible assets	3	1
Operational assets		
Dwellings	2,000	2,178
Garages	13	14
Equipment	18	30
Depreciation and amortisation charged for the period	<u>2,034</u>	<u>2,223</u>
Less depreciation written off in respect of disposals	(4)	(11)
Less depreciation written off in respect of revaluations	(843)	(1,149)
Less depreciation written off in respect of impairments	(1,152)	(1,032)
Total depreciation and amortisation	<u>35</u>	<u>31</u>

HRA – NOTES TO THE ACCOUNT

10. HOUSING REVENUE ACCOUNT SUBSIDY

Up until 2011-12 the HRA operated within the Housing Revenue Account subsidy system, whereby central Government issued annual subsidy determinations to calculate the annual subsidy receivable or payable to each housing local authority. HRA subsidy was received to meet any shortfall between expenditure and income based upon a model of each local authority's HRA needs and conversely 'negative subsidy' was paid over to central government if income was calculated to exceed expenditure. In 2011-12 the Council paid £4.281m in 'negative subsidy' to the government.

In April 2012 the Government introduced self-financing to the HRA following the end of the subsidy system. Instead of paying into the re-distributive subsidy system, local authorities now retain the income they collect from rents and service charges to deliver housing services and to maintain the housing stock locally. No comparative subsidy figures are therefore applicable for 2012-13.

	2011-12 £'000	2012-13 £'000
Management and maintenance	8,487	0
Major Repairs Allowance	3,502	0
Rent	(16,235)	0
Interest	(51)	0
Subsidy amendment re settlement payment interest costs	20	0
HRA subsidy	<u>(4,277)</u>	<u>0</u>
Housing subsidy re prior year	<u>(4)</u>	<u>0</u>
Total Subsidy	<u>(4,281)</u>	<u>0</u>

11. RENT ARREARS

The rent arrears at 31 March 2013, amounted to £0.302m (31 March 2012, £0.198m) and the aggregate Balance Sheet provision in respect of uncollectable HRA debts is £0.161m (31 March 2012, £0.136m).

12. IAS 19 – DEFINED BENEFIT PENSION SCHEME

For further information please see Note 40 in the Notes to the Financial Statements.

COLLECTION FUND

This account reflects the statutory requirements for billing authorities to maintain a separate Collection Fund, which shows the transactions of the billing authority in relation to non-domestic rates and the council tax, and illustrates the way in which these have been distributed to preceptors and the General Fund. The Collection Fund is consolidated with other accounts of the billing authority.

2011-2012		2012-2013	
		£'000	£'000
	Income from:		
48,164	Council tax	48,766	
7,918	Transfers from General Fund: Council tax benefit	7,943	
69,119	Business ratepayers (Note 2)	72,105	
125,201			128,814
	Expenditure		
	Demands on the Fund by:		
5,942	Devon and Cornwall Police Authority	6,086	
2,723	Devon & Somerset Fire and Rescue Service	2,817	
42,358	Devon County Council	42,535	
4,737	Exeter City Council	4,774	
0	Surplus on Collection Fund	(17)	
	Business rates:		
68,891	Payments to national non domestic rate pool	71,879	
228	Costs of Collection	226	
	Council Tax Bad and Doubtful Debts:		
171	Write offs	187	
30	Provisions	(30)	
125,080			128,457
(121)	(Surplus) / Deficit		(357)
	Add		
205	Fund balance b/f		84
84	Fund Balance c/f		(273)

COLLECTION FUND

NOTES:

1. Council Taxbase

The council tax base, for tax setting purposes, is calculated by reference to the number of chargeable dwellings in each valuation band, adjusted for dwellings where discounts apply, converted to an equivalent number of band D dwellings. The figures for 2011/12 were :

Band	Dwellings	Less Discounts	Conversion Factor	Band D equivalents
A relief	18	2	5/9ths	9
A	9,317	1,506	6/9ths	5,207
B	13,694	1,466	7/9ths	9,511
C	12,321	1,031	8/9ths	10,036
D	7,188	518	9/9ths	6,670
E	3,532	230	11/9ths	4,035
F	1,568	98	13/9ths	2,123
G	777	50	15/9ths	1,212
H	22	3	18/9 ^{ths}	38
Band D equivalent				38,841
Additional Taxbase due to reduction in discounts (Band D)				180
Total Band D equivalent				39,021
Collection rate @ 98%				(780)
Tax base				38,241

2. Income from Business Rates

Under the arrangements for uniform business rates, the Council collects non-domestic rates for its area, which are based on local rateable values (£186.945m at March 2013) multiplied by a uniform rate 45.8p (45.0p for those receiving small business relief) for 2012-2013. The total amount, less certain reliefs and other deductions, is paid to a national pool (the NNDR pool) managed by Central Government.

GROUP ACCOUNTS

The City Council controls the majority voting rights in the following two companies. They are both limited by guarantee and no dividends have ever been paid by either of the companies. As they are 100% owned the City Council would be required to meet any deficit arising from the companies' activities.

(a) Exeter Business Centre Limited (EBC).

The company's activities relate to the letting of affordable industrial units for small businesses.

(b) Exeter Canal and Quay Trust Limited (ECQT)

The company has charitable status and its main objectives are to preserve and develop the Exeter Canal and Quay area. The assets of ECQT consist of Investment Properties, which earn income for the Trust. These assets are not the property of the City Council and are subject to charitable status. City Councillors sit on the Trust's board and therefore the Council has control over the charitable funds disclosed.

Additionally the Council owns a 21.5% shareholding in Exeter Science Park Limited. The principal activity of the company is to ensure the successful delivery of the Science Park by enabling the market for the Science Park to be developed through connections with the knowledge base at the University of Exeter, the Met Office and the Peninsula College of Medicine and Dentistry. The largest shareholder is Devon County Council (49.9%), with University of Exeter (21.5%) and East Devon District Council (7.1%) also holding shares.

The requirements for group accounts are based on the provisions of IAS 27 Consolidated and Separate Financial Statements, which provide accounting provisions for the consolidation of subsidiaries in group accounts.

The Group accounts have been prepared using consistent accounting policies.

The main effect of this consolidation has been to increase the usable reserves by £2.021 million based on company accounts, which are subject to audit (in the case of the Science Park and ECQT). Exeter Business Centre's accounts are considered exempt from audit under s.249(a)(2) of the Companies Act 1985. There has been no qualification of ECQT's accounts. Copies of the company accounts can be obtained from the Acting Assistant Director Finance at the Civic Centre.

GROUP COMPREHENSIVE INCOME & EXPENDITURE STATEMENT

2011-2012				2012-2013		
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	Service	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000
12,053	(9,643)	2,410	Central Services to the Public	10,908	(8,386)	2,522
10,752	(2,281)	8,471	Cultural and Related Services	11,607	(2,912)	8,695
7,784	(2,262)	5,522	Environmental and Regulatory Services	7,586	(1,058)	6,528
3,224	(1,382)	1,842	Planning Services	3,989	(1,390)	2,599
43,202	(40,358)	2,844	Housing Services	49,500	(45,572)	3,928
3,221	(6,086)	(2,865)	Highways and Transport Services	3,783	(6,309)	(2,526)
2,361	(63)	2,298	Corporate and Democratic Core	2,403	(130)	2,273
731	0	731	Non Distributed Cost	166	0	166
56,884	0	56,884	Housing Revenue Account - Self Financing Payment	0	0	0
23,994	(21,199)	2,795	Housing Revenue Account - Other	19,541	(22,876)	(3,335)
164,206	(83,274)	80,932	Cost of Services	109,483	(88,633)	20,850
			93 Other operating expenditure			(139)
			(1,857) Financing and investment income and expenditure			(4,983)
			Share of (Surplus) / Deficit on the Provision of Services			
			86 by the Science Park			40
			(16,831) Taxation and non-specific grant income			(15,387)
			62,423 (Surplus) or Deficit on Provision of Services			381

GROUP COMPREHENSIVE INCOME & EXPENDITURE STATEMENT

Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure
£'000	£'000	£'000	£'000	£'000	£'000
		(8,039)			(9,339)
					(186)
		22,447			1,354
		<u>14,408</u>			<u>(8,171)</u>
		<u>76,831</u>			<u>(7,790)</u>

GROUP MOVEMENT IN RESERVES STATEMENT

	General Fund Balance (£'000)	Group I&E Account (£'000)	Earmarked Reserves (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Total Usable Reserves (£'000)	Unusable Reserves (£'000)	Total Group Reserves (£'000)
Balance at 31 March 2011 carried forward	(4,193)	(1,937)	(1,164)	(3,918)	(130)	0	(1,433)	(12,775)	(292,695)	(305,470)
<i>Movement in Reserves 2011-12</i>										
(Surplus) / deficit on the provision of services	3,062	(178)	0	59,411	0	0	0	62,295	0	62,295
Other Comprehensive Income & Expenditure			0	0	0	0	0	0	14,408	14,408
Total Comprehensive Income & Expenditure	3,062	(178)	0	59,411	0	0	0	62,295	14,408	76,703
Adjustments between Accounting basis and funding basis under regulations (note 7)	(3,882)		0	(61,286)	(766)	(3,149)	171	(68,912)	68,912	0
Net Increase / Decrease before Transfers to Earmarked Reserves	(820)	(178)	0	(1,875)	(766)	(3,149)	171	(6,617)	83,320	76,703
Transfers to / from Earmarked Reserves	728		(728)	0	0	0	0	0	0	0
(Increase) / Decrease in 2011-12	(92)	(178)	(728)	(1,875)	(766)	(3,149)	171	(6,617)	83,320	76,703

GROUP MOVEMENT IN RESERVES STATEMENT

	General Fund Balance (£'000)	Group I&E Account (£'000)	Earmarked Reserves (£'000)	Housing Revenue Account (£'000)	Capital Receipts Reserve (£'000)	Major Repairs Reserve (£'000)	Capital Grants Unapplied (£'000)	Total Usable Reserves (£'000)	Unusable Reserves (£'000)	Total Group Reserves (£'000)
Balance at 31 March 2012 carried forward	(4,285)	(2,115)	(1,892)	(5,793)	(896)	(3,149)	(1,262)	(19,392)	(209,375)	(228,767)
<i>Movement in Reserves 2012-13</i>										
(Surplus) / deficit on the provision of services	2,168	(120)	0	(1,853)	0	0	0	195	0	195
Other Comprehensive Income & Expenditure		0	0	0	0	0	0	0	(7,985)	(7,985)
Total Comprehensive Income & Expenditure	2,168	(120)	0	(1,853)	0	0	0	195	(7,985)	(7,790)
Adjustments between Accounting basis and funding basis under regulations (note 7)	(2,369)	0	0	1,282	(727)	879	301	(634)	634	0
Net Increase / Decrease before Transfers to Earmarked Reserves	(201)	(120)	0	(571)	(727)	879	301	(439)	(7,351)	(7,790)
Transfers to / from Earmarked Reserves	1,128	0	(1,128)	0	0	0	0	0	0	0
(Increase) / Decrease in 2012-13	927	(120)	(1,128)	(571)	(727)	879	301	(439)	(7,351)	(7,790)
Balance at 31 March 2013 carried forward	(3,358)	(2,235)	(3,020)	(6,364)	(1,623)	(2,270)	(961)	(19,831)	(216,726)	(236,557)

GROUP BALANCE SHEET

2011-2012 £'000	2012-2013 £'000	Notes
292,998 Property, Plant and Equipment	301,295	
44,033 Investment Property	43,225	1
22,436 Heritage Assets	22,436	
915 Intangible Assets	627	
1,187 Long Term Investments	2,099	
42 Investment in Associate	188	
6,290 Long Term Debtors	12,231	
367,901 Total Long-Term Assets	382,101	
156 Inventories	194	
7,273 Short-Term Debtors	7,210	
1,018 Short-Term Investments	489	
45 Assets Held for Sale	1,635	
2,423 Cash & Cash Equivalents	4,516	
10,915 Total Current Assets	14,044	

GROUP BALANCE SHEET

2011-2012 £'000	2012-2013 £'000	Notes
(8,028) Short-Term Borrowing	(15,015)	
(14,143) Short-Term Creditors	(12,424)	
(22,171) Total Current Liabilities	(27,439)	
(56,906) Long term borrowing	(56,906)	
(1,010) Capital Grants Receipts in Advance	(1,151)	
0 Other Long-Term Liabilities	0	
(356) Long-Term Creditors	(354)	
(69,606) Pension Scheme Liability	(73,738)	
(127,878) Total Long-Term Liabilities	(132,149)	
<u>228,767</u> Net Assets	<u>236,557</u>	
Financed by:		
19,392 Usable Reserves	19,831	
209,375 Unusable Reserves	216,726	
<u>228,767</u> Total Reserves	<u>236,557</u>	


DAVE HODGSON CPFA
ACTING ASSISTANT DIRECTOR FINANCE

GROUP CASHFLOW STATEMENT

2011-2012		2012-2013
£'000		£'000
62,337	Net (surplus) or deficit on the provision of services	367
(16,819)	Adjustments to net surplus or deficit on the provision of services for non-cash movements	(12,529)
2,161	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities	1,575
47,679	Net cashflows from Operating Activities	(10,587)
4,647	Investing Activities	14,374
(53,911)	Financing Activities	(6,730)
(1,585)	Net (Increase) or decrease in cash and cash equivalents	(2,943)
838	Cash and cash equivalents at the beginning of the reporting period	2,423
2,423	Cash and cash equivalents at the end of the reporting period	5,366

GROUP NOTE TO THE ACCOUNTS

1. INVESTMENT PROPERTIES

	2011-12	2012-13
	£'000	£'000
Rental income from investment property	3,905	3,979
Direct operating expenditure arising from investment property	(1,084)	(921)
Nest gain / (loss)	2,821	3,058

	2011-12	2012-13
	£000s	£000s
Balance at 1 April	44,229	44,033
Additions :		
Purchases		
Construction		
Subsequent expenditure	32	23
Disposals	(847)	
Net gains / losses from fair value adjustments	619	(80)
Transfers:		
to/from Inventories		
to/from Property, Plant & Equipment		(751)
Other changes		
Balance at 31 March	44,033	43,225

ANNUAL GOVERNANCE STATEMENT

1. SCOPE OF RESPONSIBILITY

- 1.1 Exeter City Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for and used economically, efficiently and effectively. It also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness
- 1.2 In discharging this overall responsibility, the Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which includes arrangements for the management of risk.
- 1.3 The City Council has approved and adopted a code of corporate governance, which is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government. A copy of the code is on the Council's website. This statement explains how the Council has complied with the code and also meets the requirements of regulation 4(2) of the Accounts and Audit (England) Regulations 2011 in relation to the publication of a statement on internal control in accordance with proper practice. Proper practice has been defined as an Annual Governance Statement.

- 1.4 In accordance with the 2012/13 Code of Practice on Accounting, the Assistant Director Finance has reviewed the authority's financial management arrangements against the governance requirements of the CIPFA Statement of the role of the Chief Finance Officer in Local Government. He is satisfied that the Council's financial management arrangements conform with each of the governance requirements.

2. THE PURPOSE OF THE GOVERNANCE FRAMEWORK

- 2.1 The governance framework comprises the systems, processes, culture and values, by which the authority is directed and controlled together with activities through which it accounts to, engages with and leads the community. It enables the authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.
- 2.2 The Council's system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can, therefore, only provide reasonable and not absolute assurance of effectiveness. There is an ongoing process designed to identify and prioritise risks to the achievement of Council policies, aims and objectives, to evaluate the likelihood and impact of those risks being realised and to manage them efficiently, effectively and economically.

ANNUAL GOVERNANCE STATEMENT

2.3 The governance framework has been in place at Exeter City Council for the year ended 31 March 2013 and up to the date of approval of the Annual Statement of Accounts. The Council supports the six core principles set out in *The Good Governance Standard for Public Services (2004)* developed by the Independent Commission on Good Governance in Public Services. The following paragraphs describe the arrangements in place to meet the six core principles of effective governance.

3. PRINCIPLE ONE - FOCUSING ON THE PURPOSE OF THE AUTHORITY AND ON OUTCOMES FOR THE COMMUNITY AND CREATING AND IMPLEMENTING A VISION FOR THE LOCAL AREA

3.1 The Council aims to use resources effectively and provide high performing, value for money services that focus on customer needs.

3.2 We have a comprehensive performance management framework that supports the effective monitoring and management of performance. The main elements of our performance management arrangements are summarised below:-

- **The Exeter Vision** is the city's community strategy. It was written in consultation with key partners in the city. It sets out the priorities for the city.
- The Council's **Priorities** support the themes of the Exeter Vision. They are reviewed regularly.

- Each service compiles a **Service Plan**, which identifies its key priorities for the forthcoming year. They identify ways of increasing service contribution to the Council's priorities.
- Each member of staff has an **Annual Personal Appraisal** where they review performance against targets and set objectives for the forthcoming year.
- The availability of quality, timely, accurate and comprehensive performance information is critical for the Council's decision-making process. **Performance indicators** are used to inform decisions on the allocation of resources and the setting of priorities and targets. They are also used to compare the Council's performance with other councils and to enable external bodies and the public to scrutinise the effectiveness of the various services that are provided. The Council uses a combination of statutory, local and management indicators to monitor performance.
- Directors regularly review performance indicator results and progress against planned actions. These are also reviewed every six months by Scrutiny Committees. The Council uses integrated performance management software to help focus on managing performance as well as reporting on it. Performance information is available to all officers and Members on a regular basis.
- Finally, the website and the Exeter Citizen are used to communicate performance to the public. A summary of our key achievements and overall performance is distributed to all households in Exeter with Council Tax bills.

ANNUAL GOVERNANCE STATEMENT

- 3.3 A range of financial management measures are in place to ensure the effective use and management of resources including: -
- A medium-term financial plan covering both revenue and capital spend which provides a framework for the planning and monitoring of resource requirements.
 - A Capital Strategy that aims to ensure that investment is linked to Strategic Objectives. Bids for capital and other asset management funding require an effective 'business case' linked to Strategic Objectives, and progress in delivering projects is formally monitored by Councillors and Directorate Management Teams.
 - Financial stewardship is reported to Councillors quarterly, and is considered regularly by Directorate Management Teams. This is supported by an established budget monitoring process by managers and Accountancy staff.
 - Standing Orders and Financial Regulations contained within the Council's Constitution set out the overall framework that governs the management of the Council's finances.
- 3.4 The Council operates a complaints procedure and uses this to identify areas where service quality is not satisfactory, and to take action to improve.

- 4. PRINCIPLE TWO - MEMBERS AND OFFICERS WORKING TOGETHER TO ACHIEVE A COMMON PURPOSE WITH CLEARLY DEFINED FUNCTIONS AND ROLES**
- 4.1 The Council aims to ensure that the roles and responsibilities for governance are defined and allocated so that accountability for decisions made and actions taken are clear. This is contained in the Council's Constitution which sets out how the Council operates and how decisions are made. In particular it sets out a clear statement of the roles of committees, the full council, members and senior officers.
- 4.2 The Constitution also includes a Member/Officer Protocol which describes and regulates the way in which Members and Officers should interact to work effectively together.
- 4.3 All Committees have clear terms of reference and work programmes to set out their roles and responsibilities. The Resources Scrutiny Committee provides assurance to the Council on the effectiveness of the governance arrangements, risk management and internal control arrangements.
- 4.4 The Council's Chief Executive (and Head of Paid Service) leads the Council's officers and chairs the Strategic Management Team.

ANNUAL GOVERNANCE STATEMENT

- 4.5 The Assistant Director Finance, as the s151 Officer, carries overall responsibility for the financial administration of the City Council.
- 4.6 The Monitoring Officer (Corporate Manager Legal Services) carries overall responsibility for regulatory compliance.
- 4.7 When working in partnership the Council will ensure that:-
- Members are clear about their roles and responsibilities both individually and collectively in relation to the partnership and to the Council
 - Representatives understand and make clear to all other partners the extent of their authority to bind their organisation to partner decisions.
5. **PRINCIPLE THREE - PROMOTING VALUES FOR THE AUTHORITY AND DEMONSTRATING THE VALUES OF GOOD GOVERNANCE THROUGH UPHOLDING HIGH STANDARDS OF CONDUCT AND BEHAVIOUR**
- 5.1 To ensure that members and officers exemplify good standards of behaviour the Council has in place appropriate codes of conduct. These clearly set out the standards of conduct and personal behaviour expected of members and officers. In particular, the codes put in place arrangements to ensure that members and officers of the Council are not influenced by prejudice, bias or conflicts of interest in dealing with different stakeholders.
- 5.2 The Council takes fraud, corruption and maladministration very seriously and has in place the following which aim to prevent or deal with such occurrences: -
- Anti-fraud and Anti-corruption Strategy
 - Whistle Blowing Policy
 - Human Resources Policies and Procedures regarding the disciplining of staff involved in such occurrences
 - Fraud reporting facility on the website
- 5.3 The Council has a Standards Committee to advise the City Council on the adoption of Codes of Conduct with the aim of promoting and maintaining high standards of conduct by members and officers and the subsequent monitoring and updating of the codes.
- 5.4 The Council has a complaints procedure in place to receive and investigate any complaints that are made.
6. **PRINCIPLE FOUR - TAKING INFORMED AND TRANSPARENT DECISIONS WHICH ARE SUBJECT TO EFFECTIVE SCRUTINY AND MANAGING RISK**
- 6.1 The Council's Constitution sets out how the Council operates and the processes for policy and decision making.

ANNUAL GOVERNANCE STATEMENT

- 6.2 The full Council, comprising 40 Members, meets several times each year to decide the Council's overall policies and set the budget. In addition to recommending major strategies to the Council, the Executive is responsible for the most significant and day to day decisions which are not delegated to officers. There are three scrutiny committees which scrutinise the work of the Executive and the Council as a whole. They consider issues and review services within their remit and make recommendations to the Executive and the Council on its policies, budget and service delivery issues. Scrutiny Committees also monitor the decisions of the Executive and can in certain circumstances "call-in" a decision which has been made but not yet implemented.
- 6.3 The Forward Plan, which is published on a monthly basis, identifies key decisions which are likely to be made, either by the Executive or the Council, in the following four month period.
- 6.4 Other decisions are made by officers under delegated powers. The list of decisions made by officers in consultation with portfolio holders is maintained by Member Services, to whom completed delegated powers forms are sent. The decisions are also recorded on the Council's intranet. A record of delegated decisions in relation to staffing matters is maintained by Human Resources.
- 6.5 Policies and procedures governing the Council's operations include:-
- Financial Regulations and Standing Orders
 - Data Protection
 - Corporate Procurement
 - Risk Management
 - Freedom of Information
 - Business Continuity
- 6.6 Internal Audit is an independent appraisal function that reviews all of the Council's activities, both financial and non-financial. Internal Audit provides a service to the whole Council in order to provide assurance on the arrangements for risk management, internal control and corporate governance, and to provide advice to support achievement of best practice.
- 6.7 Exeter City Council is committed to the effective management of risk at every level within the Council. A Risk Management Policy has been established that states the Council's objectives, approach, procedures and responsibilities. To support the policy, risk management procedures have been produced that explain how the Council's risk management process works. The procedures show the various documents used, and explain how the risk analysis form should be completed. The Council's risk management process is audited on a regular basis by its Internal Auditors using the enhanced systems based auditing approach they devised.

ANNUAL GOVERNANCE STATEMENT

6.8 The Council maintains a corporate risk register but for reporting purposes it also maintains a summary risk register that does not include the 'low' risk ratings. Its purpose is for reporting half-yearly to the Scrutiny Committee - Resources the 'High' and 'Medium' risks, mitigating actions agreed and taken, etc. so that risk management progress can be monitored. Reports are also made to the Executive and the other two Scrutiny Committees on an annual basis.

6.9 Financial management processes and procedures are set out in the City Council's Financial Regulations and include the following:-

- Financial Management Responsibilities
- Financial Planning
- Control of Expenditure and Income
- Banking Arrangements
- Disposal of Assets
- Insurance
- Orders and Payment for Goods, Work or Services

7. PRINCIPLE FIVE - DEVELOPING THE CAPACITY AND CAPABILITY OF MEMBERS AND OFFICERS

7.1 The Council aims to ensure that members and officers of the Council have the skills, knowledge and capacity they need to discharge their responsibilities and recognises the value of well trained and competent people in effective service delivery. All new members and officers undertake an induction to familiarise them with the policies, procedures, values and aims of the Council. The Council has also signed up to the South West Charter for elected Member Development.

7.2 There is a Councillor Development Framework which broadly outlines the skills and knowledge required by Councillors to perform their different roles and provides an indication of how they might carry them out effectively. It is not intended to be exhaustive or prescriptive but to provide a structure for officers to develop learning & development programmes and act as a prompt for new and existing Councillors to identify areas where they need support. This support could be in the form of information, training, facilitated workshops, coaching and mentoring, or opportunities to learn from observation. The framework is designed to be flexible, so that Councillors can work with officers to identify the most effective methods to meet learning development needs.

ANNUAL GOVERNANCE STATEMENT

7.3 The Council has also developed its own Councillors' Information Portal. This gives members access via the intranet to a wide range of information on a range of key topics.

7.4 The Council recognises that the quality of the services provided by the Council depends on the quality of its employees. The Appraisal and Development Scheme is the way in which employees and their managers can identify their training and development needs and one way in which managers can talk to their staff about their work and the work of the Council.

7.5 A full programme of training and development is available to all managers to provide them with the understanding, knowledge and skills to carry out their managerial responsibilities effectively. This is managed centrally to achieve cost savings while enhancing equality of opportunity of accessing resources.

8. PRINCIPLE SIX - ENGAGING WITH LOCAL PEOPLE AND OTHER STAKEHOLDERS TO ENSURE ROBUST PUBLIC ACCOUNTABILITY

8.1 As a community leader the City Council works with numerous partners to contribute to the overall quality of life in the city, but it is also concerned with providing the highest quality public services and the widest access to those services. Individual services are continuously assessing service levels and making improvements in line with legislative requirements and customer feedback.

8.2 The Council has a continuous programme of consultation and engagement with its residents and communities which informs its activity. A range of methods are employed to ensure that it hears the views of all our residents. These include:

- Wavelength - a citizens' panel which is made up of 1000 people representing all sections of the community.
- Community Forums – these give all citizens the chance to talk to the Council and partner agencies about issues that concern them.
- Surveys – used to obtain detailed feedback about services.
- Focus groups – used to obtain detailed feedback about services.
- Exhibitions and roadshows – used to launch new ideas and initiatives.

9. REVIEW OF EFFECTIVENESS

9.1 The City Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by managers within the Council who have responsibility for the development and maintenance of the governance environment, the work of the internal auditors and also by comments made by the external auditors and other review agencies and inspectorates.

ANNUAL GOVERNANCE STATEMENT

9.2 The processes for maintaining and reviewing the effectiveness of the governance framework are: -

- Executive is responsible for considering overall financial and performance management and receives comprehensive reports throughout the year;
- Scrutiny Committee Resources monitors the overall financial performance of the Council and also discharges the functions of an audit committee including monitoring the effectiveness of risk management. Risk management reports and financial stewardship reports are also presented to both Scrutiny Committee Economy and Scrutiny Committee Community as appropriate;
- Annual reviews of the Council's key financial and non financial systems by Internal Audit against known and evolving risks;
- Cyclical reviews by Internal Audit of internal controls in operation within each service area against known and evolving risks;
- Annual service planning to align service development against Strategic Objectives;
- The Monitoring Officer provides assurance that the Council has complied with its statutory and regulatory obligations;
- Half-yearly reports to the Council's Scrutiny Committee - Resources on the work of and recommendations made by the Internal and the External Auditors;
- Annual reviews of the Council's financial accounts and records by the External Auditors leading to their opinion as published in the year-end statements;
- Ongoing reviews of strategic and operational risks in each service area and the conduct of risk analysis and management in respect of major projects undertaken by the Council;
- Reviews and, where appropriate, update of the Council's Financial Regulations and Standing Orders.

10. SIGNIFICANT GOVERNANCE ISSUES

10.1 The following steps have been undertaken during the year to further improve our Corporate Governance Arrangements: -

- Reviewed the Council's corporate priorities following the new organisational structure.
- Revised the performance framework.
- Established a Member Working Group to review the current operation of scrutiny within the Council.

ANNUAL GOVERNANCE STATEMENT

- Addressed recommendations made by the Council's external auditors in their Annual Audit and Inspection Report and other reports as appropriate.

As a result of a review of our overall arrangements, the following have been identified as actions over the coming year:

- Implement the recommendations of the Scrutiny Review Member Working Group including the establishment of an Audit and Governance Committee.
- Address recommendations made by the Council's external auditors.
- Update the risk register, which has not been reviewed during 2012-13.

- Review and address areas of concern highlighted in the Annual Report of Internal Audit namely:-

Separation of Duties – continues to be an area of concern with considerable changes to the structure of the Council as it transforms the way in which services are delivered as there are risks that systems of internal control and separation of duties could be significantly weakened resulting in likely increase in fraud, irregularities and errors. It is therefore important that processes and changes are effectively managed to ensure that internal controls are not compromised.

Data Quality – during the year internal audit have identified data quality issues, some more significant than others. Data errors can have a financial impact on the Council and it is important that managers remind staff of the importance of accurate data input.

11. CERTIFICATION

We propose over the coming year to take steps to address the above matters to further enhance our governance arrangements. We are satisfied that these steps will address the need for improvements that were identified in our review of effectiveness and will monitor their implementation and operation as part of our next annual review.

Signed:

Chief Executive & Growth Director
26 September 2013

Signed:

Leader of the Council

AUDITORS REPORT

AUDITORS REPORT

AUDITORS REPORT

AUDITORS REPORT

GLOSSARY OF TERMS

Accounting Period	The period of time covered by the accounts, normally a period of twelve months, commencing on 1 April for local authority accounts.	Balances	Working balances are reserves needed to finance expenditure in advance of income from debtors, precepts and grants. Any excess may be applied at the discretion of the authority, to reduce future demands on the Collection Fund or to meet unexpected costs during the year. Balances on holding accounts and provisions are available to meet expenditure in future years without having adverse effect on revenue expenditure.
Accounts	A generic term for statements setting out details of income and expenditure or assets and liabilities or both, in a structured manner. Accounts may be categorised either by the type of transactions they record, e.g. revenue account, capital accounts or by the purpose they serve, e.g. management accounts, final accounts, balance sheets.	Budget	A statement of the income and expenditure policy plan of the Council over a specified period. The most common is the annual Revenue Budget expressed in financial terms and including other physical data, e.g. manpower resources.
Accruals	Sums included in the final accounts to cover income or expenditure attributable to the accounting period but for which payment has not been made / received at the balance sheet date.	Capital Financing	The raising of money to pay capital expenditure. In the past the cost of capital assets was usually met by borrowing, but capital expenditure may also be financed by other means such as leasing, contributions from revenue accounts, the proceeds from the sale of capital assets, capital grants and contributions from developers or others.
Actual	Actual, as opposed to budget, expenditure and income directly attributable to an accounting period, generally referred to as actuals.		
Audit	An independent examination of an organisation's activities, either by internal audit or the organisations external auditor.		

GLOSSARY OF TERMS

Capital Grants	Government grant towards capital expenditure on a specific service or project.	Debtor	An amount due to an organisation within the accounting period not received at the balance sheet date.
Collection Fund	This is a statutory fund kept separate from the main accounts of the Council. It records all income due from the Council Tax, National Non Domestic Rates and Revenue Support Grant and shows the precept payments due to Devon County Council, Devon Police Authority, Devon Fire & Rescue Authority and Exeter City Council.	Deferred Liabilities	This represents the liability for principal repayments on finance leases.
Contingent Liability	A liability which exists at the balance sheet date where the outcome will be confirmed only on the occurrence or non-occurrence of one or more uncertain future events, for example, the default by a borrower on a loan from a third party for which the authority has given a guarantee.	Depreciation	The theoretical loss in value of an asset, owing to age, wear and tear, deterioration, or obsolescence.
Creditor	Amounts owed by the Authority for work done, goods received or services rendered within the accounting period, but for which payment was not made at the balance sheet date.	Employee Costs	These include salaries, wages and allied national insurance and superannuation costs payable by the City Council, together with training expenses and charges relating to the index-linking of pensions of former employees.
Current Assets	Assets that can be expected to be consumed or realised during the next accounting period.	Final Accounts	Accounts prepared for an accounting period, usually in a summarised form. These accounts show the net surplus (profit) or deficit (loss) on individual services and a balance sheet is prepared for them. They are produced as a record of stewardship and are available to interested parties. Local authorities are required to publish each year a Statement of Accounts (final accounts and balance sheet) as specified in the Accounts and Audit Regulations 2011.
Current Liabilities	Amounts that will become due or could be called upon during the next accounting period.		

GLOSSARY OF TERMS

Finance Lease	A lease that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee.	Non-Current Assets	Assets that can be expected to be of use or benefit to the Authority in providing its service for more than one accounting period.
Financial Year	The local authority financial year commences 1 April and finishes 31 March the following year.	Operating Lease	A lease under which ownership of the asset remains with the lessor; for practical purposes it is equivalent to contract hiring.
Government Grants	Payments by central government towards local authority expenditure. They must be specific e.g. Housing Benefits, or general e.g. Revenue Support Grant.	Precepts	The amount that a Precepting Authority (e.g. a County Council) requires from a Charging Authority to meet its expenditure requirements.
Interest	An amount received or paid for the use of a sum of money when it is invested or borrowed.	Revenue Expenditure Financed by Capital under Statute	Expenditure which has been legally capitalised but which does not produce a fixed asset for the council, e.g. renovation grants for homeowners.
Inventories	Items of raw materials and stores an authority has procured to use on a continuing basis which it has not used.	Revenue Support Grant	A grant paid by government to meet a proportion of the local authority expenditure necessary to provide a standard level of service throughout the country.
Minimum Revenue Provision	The minimum amount that must be charged to an authority's revenue accounts and set aside as a provision for credit liabilities. It is calculated by applying a percentage of outstanding debt in accordance with the Council's approved policy.		
National Non Domestic Rates (NNDR)	The NNDR poundage is set annually by central government and collected by Charging Authorities. The proceeds are redistributed by the government between Local Authorities in proportion to their population.		

GLOSSARY OF TERMS

- Value for Money** An expression describing the benefit obtained (not just in financial terms) for a given input of cash.
- The phrase is widely used within public bodies, but there are many difficulties in its use because value, as such, is a subjective measure and there are rarely supporting objective measures. The Audit Commission is required to consider value for money with the three objectives of economy of input, efficiency of operation and effectiveness of output in service provision.
- Work in Progress** The cost of work done on an incomplete project at a specified date which has not been recharged to the appropriate account at that date.



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