

# STATEMENT OF ACCOUNTS

**2014-2015**

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## EXPLANATORY FOREWORD

### 1. THE KEY ACCOUNTING STANDARDS AND STATEMENTS

The Statement of Accounts for 2014-15 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 2014-15
- 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 Statement, 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 2014-15, which affect the accounts of the Council, including :

- Extensive revisions to Group Accounts following the issue of new International Financial Reporting Standards and the amendment of related existing standards.
- Amendments to the presentation of financial statements to reflect updates to IAS 1 as required by the Annual Improvements to IFRS 2009-2012 Cycle.
- Minor amendment to the presentation of Financial Instruments for offsetting financial assets and liabilities, where applicable.

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.

## EXPLANATORY FOREWORD

### **The Consolidated Balance Sheet**

Summarises the overall financial position of the Council at 31 March 2015 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 collection Business Rates and Council Tax, indicating how the amounts collected are distributed to Central Government, the Devon Business Rates pool run by Plymouth City Council, Devon County Council, Devon and Cornwall Police Authority, Devon & Somerset Fire and Rescue Service and Exeter City Council.

### **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.

## EXPLANATORY FOREWORD

### 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 2014-15, Exeter's fund deficit has increased from £75.530 million to £96.538 million, an increase of £21.008 million. This is mainly due to a fall in the discount rate assumption. A full actuarial valuation was undertaken in 2013 to review the contribution levels of the Council. The contribution rate has been set at 14.1% of pensionable pay for future service and a varying cash figure in respect of the past service deficit (£1.332m in 2015-16). The next actuarial valuation of the Fund will be carried out as at 31 March 2016.

### 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 £4.9 million have been used to finance capital expenditure in 2014/15. Additions to property, plant and equipment (PPE) totalled £11.0 million, £0.08 million was spent on intangible assets, £4.4 million was revenue expenditure funded from capital under statute and £1.0 million was treated as long term debtors. During the year, the council disposed of PPE and assets held for sale valued at £1.3million, the receipts from which were used in part to finance capital expenditure. The net effect of revaluations and impairments has increased the value of fixed assets by £13.7million. Depreciation and amortisation have reduced the value of fixed assets by £5.4million.

## EXPLANATORY FOREWORD

### 4. FINANCIAL OVERVIEW

The budget for 2014/15 included £1.5 million of savings / additional income to be delivered. This has been delivered, along with the early achievement of savings identified for the flowing year and additional income from the Business Rates retention scheme, meaning that the General Fund Balance has increased during 2014/15.

The City Council's revised budgeted Service net expenditure for 2014/15 was £12,472,740. Net interest payments of £165,000, £2,778,000 for New Homes Bonus, £1,470,000 to cover the repayment of debt and a transfer to earmarked reserves of £2,308,380 were added and resulted in a net budget of £13,472,378, which includes £165,742 transferred from the General Fund balances.

The Council delivered its General Fund service plans for a total net cost of £11,008,092, an underspend of £1,464,648 against the revised budget of £12,472,740.

Net interest payable was lower than budget. A voluntary repayment of debt has significantly increased the amount set aside to reduce the level of debt owed by the Council.

During the year £800,076 has been transferred from earmarked reserves, mainly to cover the voluntary repayment of debt. £997,817 was used to finance capital expenditure and a payment made to offset part of the Business Rates deficit from 2013/14. As a consequence of all the above, General Fund Balances have increased by £609,878.

The Council's General Fund Balance has therefore increased during the year from £3,364,640 to stand at £3,974,518 as at 31<sup>st</sup> March 2015. This is equivalent to about 28.6% of the net budget for 2014/15.

#### HRA

The final position for the Housing Revenue Account, including Council Own Build, showed an overall increase in the HRA working balance of £1,773,312 taking it to £7,736,531 as at 31 March 2015. Additionally, £2,475,648 was 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 £
<b>Service Net Expenditure</b>	<b>12,472,740</b>	<b>11,008,092</b>	<b>(1,464,648)</b>
Net Interest	165,000	147,632	(17,368)
Provision for Repayment of Debt	1,470,000	3,482,572	2,012,572
Revenue Contribution to Capital	0	997,817	997,817
Business Rates Deficit	0	1,215,465	1,215,465
	<b>14,107,740</b>	<b>16,851,578</b>	<b>2,743,838</b>
T/fr (From)/To Earmarked Reserves	2,308,380	(800,076)	(3,108,456)
Transfer (From)/To Working Balance	(165,742)	609,878	775,620
<b>General Fund Expenditure</b>	<b>16,250,378</b>	<b>16,661,380</b>	<b>411,002</b>
Formula Grant	(7,715,000)	(7,727,000)	(12,000)
Council Tax Freeze Grant	(118,000)	(118,000)	0
Pooling of Business Rates	(1,070,000)	(1,459,592)	(389,592)
CIL income		(9,096)	(9,096)
New Homes Bonus	(2,778,000)	(2,777,994)	6
<b>Council Tax Net Expenditure</b>	<b>4,569,378</b>	<b>4,569,698</b>	<b>320</b>
Opening General Fund Balance	3,364,640	3,364,640	0
Closing General Fund Balance	3,198,898	3,974,518	(775,620)

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

In 2014/15 the Council spent £16.5 million on capital projects and grants, compared with a revised approved programme of £19.2 million.

It has been identified that £2.3 million will need to be carried forward into future years, but it is not necessarily yet committed. Included in the expenditure for the year was:

- £9.3 m - New construction, conversion and renovation
- £1.4 m - Vehicles, plant and equipment
- £4.4 m – Grants
- £0.3 m - Acquisition of land and existing buildings
- £0.1 m - Intangible fixed assets
- £1.0 m – Loan to Exeter Science Park Ltd towards funding the new Science Park Centre

The capital programme of £16.5 million was financed as follows

- £1.1 million - HRA Major Repairs Allowance,
- £0.3 million - Communities & Local Government (Disabled Facilities Grant).
- £4.9 million - financed from borrowing
- £6.3 million - revenue and reserves,
- £3.4 million - capital receipts
- £0.5 million - other sources including contributions from developers.

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**  
**Assistant Director Finance**

**Councillor Natalie Vizard**  
**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 reporting date and of its income and expenditure for the year ended 31 March 2015.



**Dave Hodgson CPFA**  
**Assistant Director Finance**  
**23 September 2015**

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)
<b>Balance at 31 March 2013 carried forward</b>	(3,358)	(3,020)	(6,364)	(1,623)	(2,270)	(961)	<b>(17,596)</b>	(215,663)	<b>(233,259)</b>
<b><i>Movement in Reserves 2013-14</i></b>									
(Surplus) / deficit on the provision of services	3,289	0	(3,804)	0	0	0	(515)	0	(515)
Other Comprehensive Income & Expenditure	0	0	0	0	0	0	0	(8,661)	(8,661)
<b>Total Comprehensive Income &amp; Expenditure</b>	<b>3,289</b>	<b>0</b>	<b>(3,804)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(515)</b>	<b>(8,661)</b>	<b>(9,176)</b>
Adjustments between Accounting basis and funding basis under regulations (note 7)	(6,716)	0	4,101	(683)	(1,524)	278	(4,544)	4,544	0
Net (Increase) / Decrease before Transfers to Earmarked Reserves	<b>(3,427)</b>	<b>0</b>	<b>297</b>	<b>(683)</b>	<b>(1,524)</b>	<b>278</b>	<b>(5,059)</b>	<b>(4,117)</b>	<b>(9,176)</b>
Transfers to / (from) Earmarked Reserves	3,420	(3,420)	0	0	0	0	0	0	0
<b>(Increase) / Decrease in 2013-14</b>	<b>(7)</b>	<b>(3,420)</b>	<b>297</b>	<b>(683)</b>	<b>(1,524)</b>	<b>278</b>	<b>(5,059)</b>	<b>(4,117)</b>	<b>(9,176)</b>

The opening balances on the Movement in Reserves Statement at 31 March 2013 have been restated in respect of garage revaluations and the removal of certain infrastructure assets. Please refer to Note 12 for more details.

## 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)
<b>Balance at 31 March 2014 carried forward</b>	(3,365)	(6,440)	(6,067)	(2,306)	(3,794)	(683)	<b>(22,655)</b>	(219,780)	<b>(242,435)</b>
<b><i>Movement in Reserves 2014-15</i></b>									
(Surplus) / deficit on the provision of services	2,657	0	(7,819)	0	0	0	(5,162)	0	(5,162)
Other Comprehensive Income & Expenditure	0	0	0	0	0	0	0	4,462	4,462
<b>Total Comprehensive Income &amp; Expenditure</b>	<b>2,657</b>	<b>0</b>	<b>(7,819)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(5,162)</b>	<b>4,462</b>	<b>(700)</b>
Adjustments between Accounting basis and funding basis under regulations (note 7)	(2,729)	0	6,022	1,125	(1,421)	(267)	2,730	(2,730)	0
Net (Increase) / Decrease before Transfers to Earmarked Reserves	<b>(72)</b>	<b>0</b>	<b>(1,797)</b>	<b>1,125</b>	<b>(1,421)</b>	<b>(267)</b>	<b>(2,432)</b>	<b>1,732</b>	<b>(700)</b>
Transfers to / (from) Earmarked Reserves	(537)	537	0	0	0	0	0	0	0
<b>(Increase) / Decrease in 2014-15</b>	<b>(609)</b>	<b>537</b>	<b>(1,797)</b>	<b>1,125</b>	<b>(1,421)</b>	<b>(267)</b>	<b>(2,432)</b>	<b>1,732</b>	<b>(700)</b>
<b>Balance at 31 March 2015 carried forward</b>	<b>(3,974)</b>	<b>(5,903)</b>	<b>(7,864)</b>	<b>(1,181)</b>	<b>(5,215)</b>	<b>(950)</b>	<b>(25,087)</b>	<b>(218,048)</b>	<b>(243,135)</b>

## 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.

2013-2014				2014-2015			Notes
Gross Expenditure	Gross Income	Net Expenditure	Service	Gross Expenditure	Gross Income	Net Expenditure	
£'000	£'000	£'000		£'000	£'000	£'000	
2,976	(936)	2,040	Central Services to the Public	2,627	(922)	1,705	
9,982	(3,903)	6,079	Cultural and Related Services	9,699	(3,879)	5,820	
10,013	(3,671)	6,342	Environmental and Regulatory Services	13,000	(3,932)	9,068	
3,721	(1,069)	2,652	Planning Services	3,323	(1,588)	1,735	
49,459	(46,114)	3,345	Housing Services	49,126	(45,964)	3,162	
3,731	(6,876)	(3,145)	Highways and Transport Services	2,798	(6,286)	(3,488)	
2,727	(655)	2,072	Corporate and Democratic Core	2,708	(1,074)	1,634	
211	0	211	Non Distributed Cost	1,187	(340)	847	
14,366	(19,738)	(5,372)	Housing Revenue Account - Other	11,686	(20,929)	(9,243)	
<b>97,186</b>	<b>(82,962)</b>	<b>14,224</b>	<b>Cost of Services</b>	<b>96,154</b>	<b>(84,914)</b>	<b>11,240</b>	
		(542)	Other operating expenditure			(890)	9
		1,607	Financing and investment income and expenditure			1,819	10
		(15,804)	Taxation and non-specific grant income			(17,331)	11
		<b>(515)</b>	<b>(Surplus) or Deficit on Provision of Services</b>			<b>(5,162)</b>	

## COMPREHENSIVE INCOME & EXPENDITURE STATEMENT

2013-2014			2014-2015			Notes
Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	Gross Expenditure £'000	Gross Income £'000	Net Expenditure £'000	
		(6,731)			(12,670)	
		(6,731) (Surplus) or deficit on revaluation of property, plant and equipment				
		<u>(1,930)</u>			<u>17,132</u>	
		Actuarial (gains)/losses on pensions assets / liabilities				
		<u>(8,661)</u>			<u>4,462</u>	
		<b>Other Comprehensive Income and Expenditure</b>				
		<u><b>(9,176)</b></u>			<u><b>(700)</b></u>	
		<b>Total Comprehensive Income and Expenditure</b>				

## BALANCE SHEET

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the authority. The net assets of the authority (assets less liabilities) are matched by the reserves of the authority. Reserves are reported in two categories. 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 reserves is those that are not able to be used to provide services. This includes reserves that hold unrealised gains and losses (the Revaluation Reserve) 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'.

Restated 2012-2013 £'000	Restated 2013-2014 £'000		2014-2015 £'000	Notes
301,373	319,455	Property, Plant and Equipment	334,450	12
41,265	31,965	Investment Property	35,702	13
22,436	22,615	Heritage Assets	22,643	14
627	477	Intangible Assets	715	
1,499	0	Long Term Investments	50	16
12,231	12,456	Long Term Debtors	12,919	16
<b>379,431</b>	<b>386,968</b>	<b>Total Long-Term Assets</b>	<b>406,479</b>	
194	209	Inventories	194	
6,972	9,542	Short-Term Debtors	8,103	17
239	448	Short-Term Investments	429	16
1,635	609	Assets Held for Sale	281	19
3,969	12,284	Cash & Cash Equivalents	13,448	18
<b>13,009</b>	<b>23,092</b>	<b>Total Current Assets</b>	<b>22,455</b>	

## BALANCE SHEET

Restated 2012-2013 £'000	Restated 2013-2014 £'000		2014-2015 £'000	Notes
(15,015)	(18,033)	Short-Term Borrowing	(10,015)	16
(12,320)	(14,490)	Short-Term Creditors	(16,379)	20
<b>(27,335)</b>	<b>(32,523)</b>	<b>Total Current Liabilities</b>	<b>(26,394)</b>	
(56,906)	(56,906)	Long term borrowing	(56,906)	16
(1,151)	(2,614)	Capital Grants Receipts in Advance	(5,884)	31
(51)	(52)	Long-Term Creditors	(77)	
(73,738)	(75,530)	Pension Scheme Liability	(96,538)	38
<b>(131,846)</b>	<b>(135,102)</b>	<b>Total Long-Term Liabilities</b>	<b>(159,405)</b>	
<b>233,259</b>	<b>242,435</b>	<b>Net Assets</b>	<b>243,135</b>	
Financed by:				
17,596	22,655	Usable Reserves	25,087	22
215,663	219,780	Unusable Reserves	218,048	23
<b>233,259</b>	<b>242,435</b>	<b>Total Reserves</b>	<b>243,135</b>	

Two prior period adjustments have been identified which have resulted in retrospective restatement of the Balance Sheet;

- Infrastructure assets with a carrying value of £2.2m have been removed, predominantly in respect of capital enhancements to public highway areas, following a review of legal ownership and substantive risks and rewards of ownership
- The valuation basis for council garages has been amended in accordance with proper accounting practices, which has resulted in a £2.6m increase in their carrying value



**DAVE HODGSON, CPFA**  
**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 (i.e. borrowing) to the authority.

2013-2014 £'000	2014-2015 £'000	Notes
(515) Net (surplus) or deficit on the provision of services	(5,162)	
Adjustments to net surplus or deficit on the provision of services for non-cash (12,357) movements	(11,366)	
Adjustments for items included in the net surplus or deficit on the provision of 3,052 services that are investing and financing activities	407	
(9,820) Net cashflows from Operating Activities	(16,121)	24
5,874 Investing Activities	16,252	25
(4,369) Financing Activities	(1,295)	26
<b>(8,315)</b> Net (Increase) or decrease in cash and cash equivalents	<b>(1,164)</b>	
3,969 Cash and cash equivalents at the beginning of the reporting period	12,284	
<b>12,284</b> Cash and cash equivalents at the end of the reporting period	<b>13,448</b>	



## NOTES TO THE FINANCIAL STATEMENTS

### 1. ACCOUNTING POLICIES

#### GENERAL PRINCIPLES

The Statement of Accounts summarises the Authority's transactions for the 2014/15 financial year and its position at the year-end of 31 March 2015. The Authority is required to prepare an annual Statement of Accounts by the Accounts 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 2014/15 and the Service Reporting Code of Practice 2014/15, 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 categories 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.

##### **Expenses in relation to services received (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.

##### **VAT**

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

##### **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.

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 (e.g. cars) 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 holiday entitlements earned but not taken. The accrual is charged to the relevant service but reversed out through the Movement in Reserves Statement so that holiday entitlements 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 (retirement lump sums and pensions) earned as employees worked for the Authority.

The Pensions Fund's Actuary has provided updated figures for the year based on the last valuation in 2013.

The liabilities of the pension fund attributable to the Authority 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.

Liabilities are discounted to their value at current prices using a discount rate based on the annualised yield at the 18 year point on the Merrill Lynch AA rated corporate bond.

The assets attributable to the Authority are included in the Balance Sheet at their fair value:

- quoted securities – current bid price
- unquoted securities – professional estimate
- unlisted securities - current bid price
- property – market value

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

### Service cost

- Current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked
- Past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years – charged to the Comprehensive Income and Expenditure Statement
- Net interest on the defined benefit liability (asset) – the change during the year in the net defined benefit liability (asset) that arises from the passage of time charged to the Comprehensive Income and Expenditure Statement. This is calculated by applying the discount rate used to measure the defined benefit obligation to the net defined benefit liability (asset), both at the beginning of the year, taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments

## NOTES TO THE FINANCIAL STATEMENTS

### Re-measurements

- The return on plan assets – excluding amounts included in net interest on the defined benefit liability (asset)
- Actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions

### Contributions paid to the pension fund

- Cash paid as employer's contributions to the pension fund 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.

## 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 soft loans 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 than 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 de-recognition of an 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 or 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 likelihood arising from a past event that payment due under the contract will not be made or fair value falls below cost, the asset is written down and a charge made to the Comprehensive Income and Expenditure Statement.

Any gains and losses that arise on the de-recognition 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.

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 to the Council 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.

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.

## NOTES TO THE FINANCIAL STATEMENTS

### **Community Infrastructure Levy (CIL)**

The Council has elected to charge a Community Infrastructure Levy. The levy will be charged on new builds (chargeable developments for the Authority) with appropriate planning consent. The Council charges for and collects the levy, which is a planning charge. The income from the levy will be used to fund infrastructure projects to support the development of the area.

CIL is received without outstanding conditions; it is therefore recognised in the Comprehensive Income and Expenditure Statement, as set out above.

### **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.

### **POOL OF AUTHORITIES FOR NATIONAL NON DOMESTIC RATES**

The Local Government Finance Act 2012 permits the Secretary of State to designate two or more relevant authorities as a pool of authorities. Exeter City Council are party to such a pool and need to recognise their share of the income and expenditure (and debtors and creditors) in accordance with the agreed arrangements for distribution of the pool together with accounting requirements.

### **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 at 31 March 2015, 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

### 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 arm's length.

#### Valuations / Disposals

Investment properties are re-valued annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains or loss on disposal.

#### 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, revaluation and disposal gains and losses are reversed out in the Movement in Reserves Statement and posted to either the Capital Adjustment Account or Capital Receipts Reserve.

### LEASES

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

Where a lease covers land and buildings these are considered separately.

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

#### The Council 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

Property, plant and equipment recognised under finance leases are accounted for using the policies applied generally to such assets. 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 (e.g. a rent free period at the commencement of the lease).

### **The Council as Lessor**

#### ***Finance leases***

Where the Authority grants a finance lease over a property or an item of plant and equipment, the asset is written out of the Balance Sheet as a disposal. The carrying amount of the asset 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 receivable 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 (e.g. a premium paid at the commencement of the lease). 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 and support services are charged to clients on a fixed fee, time or unit rate basis, with their full costs shared between users in proportion to the benefits received.

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 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 by adjusting the opening balances and comparative amounts for the prior period as if the new policy had always been applied.

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

Asset included in the balance sheet at fair value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end, but as a minimum every five years and the revised amount is included in the balance sheet. A full valuation is performed on a rolling basis to cover 20% of assets per annum over a five-year cycle. Assets not included in the full valuation are also assessed in order to ensure that carrying amounts are not materially different to fair values at the year-end. 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. The asset is revalued immediately before reclassification and then 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 losses. 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 or scrapped are not reclassified as Assets Held for Sale.

### Depreciation

The following policies are used for depreciation:

- 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 and residual values:

Acquisition value	Life expectancy	Residual value
£10,000 – £14,999	6 years	12%
£15,000 - £19,999	7 years	11%
£20,000 - £49,000	6 years	12%
Over £50,000	7 years	4%

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

Asset	Life expectancy	Residual value
Plant & equipment	5 to 10 years	Nil
Infrastructure	20 years	Nil
Operational Properties	Up to 60 years (unless otherwise specified)	As specified by Valuers

## NOTES TO THE FINANCIAL STATEMENTS

### Components

Where an item of Property, Plant and Equipment has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately. For example, key components of council dwellings are depreciated on a straight line basis and assume the following life expectancies:

Kitchens and Bathrooms	30 years
Windows	30 years
Roofs	60 years

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 (referred to as MRP; Minimum Revenue Provision) by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference.

Since the introduction of self-financing for the Housing Revenue Account (HRA) a new statutory framework has been established to allow depreciation to be a real charge. The HRA is required to set aside an amount equal to depreciation into the Major Repairs Reserve.

### 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 to be financed from a reserve 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 the Housing Revenue Account (HRA) can only be used for HRA capital expenditure, the repayment of HRA debt or meeting liabilities under credit arrangements.

### INTERESTS IN COMPANIES AND OTHER ENTITIES

The Council has interests in companies and other entities that have the nature of subsidiaries and associates. However, these interests are not considered to be material. In accordance with the Code, group accounts do not need to be prepared where an authority's interest is not considered to be material. In the Council's own single entity accounts, the interests in companies and other entities are recorded as financial assets at cost, less any provision for losses.

### JOINT OPERATIONS

Jointly controlled operations are arrangements where contractual agreements are in place under which two or more parties share control. The parties each have rights to the assets and obligations for the liabilities relating to that arrangement.

Joint operations are recognised in the single entity statements by bringing in the authority's share of the assets, liabilities, revenue and expenses of the arrangement.

Exeter City Council, East Devon District Council and Teignbridge District Council each share control of Strata Service Solutions Ltd (Strata), which was incorporated under the Companies Act 2006 for the provision of a shared Information Communications Technology service. The single entity statements for each authority reflect their respective shares of Strata. However, the accompanying notes to the Council's financial statements only include information relating to Strata where this would make a material difference to the usefulness of the notes.

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

Local authorities are required to report the impact of accounting changes that will be required by a new standard that has been issued but not yet adopted. For 2014/15, they comprise:

- IFRS 13 Fair Value Measurement
- IFRIC 21 Levies
- Annual Improvements to IFRSs 2011-2013 cycle

The 2015/16 Code of Practice on Local Authority Accounting has adopted these new or amended standards, any accounting changes will therefore be implemented from 1 April 2015.

IFRS 13 will provide a standard definition of 'fair value' in respect of financial and non-financial assets and liabilities. It defines fair value as the price that would be received or paid, taking account characteristics such as condition, location, restrictions on use. The standard will also require significant disclosure where fair value has been calculated using valuation techniques not derived from market information.

IFRIC 21 provides guidance on when to recognise a liability for a levy imposed by government.

The annual improvements to IFRS 2009-2011 cycle covered; IFRS 1 First-time adoption of IFRS, IFRS 3 Business Combinations and IAS40 Investment Property.

The impact of the accounting changes is not yet known or reasonably estimable.

## NOTES TO THE FINANCIAL STATEMENTS

### 3. CRITICAL JUDGMENTS IN APPLYING ACCOUNTING POLICIES

In applying the accounting policies set out in Note 1, the Council has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Statement of Accounts are:

#### **Funding for Local Government**

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.

#### **Group Accounts**

The Council is the sole shareholder of Exeter Business Centre and it has a 21.5% shareholding in the Exeter Science Park Limited. It has been determined that group accounts do not need to be prepared as the authority's interest in these entities are not considered to be material. Please refer to Note 32 for more details.

#### **Joint Operation**

Strata Service Solutions Ltd is a registered company which has been established to assist the three authorities; Exeter City Council, East Devon District Council and Teignbridge District Council, in the provision and operation of shared ICT services. It is deemed to be a joint operation due to the inherent rights to the assets and obligations for liabilities each authority has relating to the joint arrangement, based upon the following

facts and circumstances:

- The three authorities have joint control of the entity. Each authority has one nominated Director and each Director has one vote. The Directors are responsible for the management of the Company's business, for which purpose they may exercise all the powers of the company with decisions made collectively and unanimously.
- The Company is required by the Councils to carry out the tasks as set out in the Business Plans and Service Plans and is limited to the business and objectives as set by the Councils
- The Company's revenue derives from the financial allocations set and controlled by each of the Councils
- There are no plans for Strata to do anything other than provide services to the three authorities. The Company has been established as an in-house mutual trading local authority controlled company to assist them in the provision of services.

Joint operations are not consolidated into group accounts, instead each authority has recognised in its financial statement its share of assets, liabilities, revenue and expenses pertaining to Strata Service Solutions Ltd. Please refer to Note 33 for more details.



## 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 other 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
<b>Pensions Liabilities</b>	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 £3.517m in the pension liability and £0.095m in the Projected Service Cost. However the assumptions interact in a complex way. During the year the actuaries have amended the liability by £22.791m as a result of assumptions being updated.
<b>Arrears</b>	At the Balance Sheet date, the Council had a balance of £6.703m for sundry debtors. Impairment of doubtful debts totalling £2.803m 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 £2.803m being set aside.
<b>Valuation of Property, Plant and Equipment and Depreciation</b>	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 £24,500 for every year that the useful life is reduced by.

## NOTES TO THE FINANCIAL STATEMENTS

### 5. EVENTS AFTER THE BALANCE SHEET DATE

The draft 2014/15 Statement of Accounts was authorised for issue by the Assistant Director Finance, D Hodgson CPFA, on 26 June 2015. Events after this date have not been recognised in the 2014/15 Statement of Accounts. Where events taking place before this date provided information about conditions existing at 31 March 2015, the figures 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

A Business Improvement District (BID) Scheme is due to be implemented in 2015/16 for Exeter's city centre, following the end of a ballot on Monday 2 March. As billing authority, Exeter City Council will act as an agent to the Exeter BID Company since it will collect the BID levy income on behalf of the BID body.

## 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.

	2013-14						2014-15					
	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)
<b>Adjustments involving the Capital Adjustment Account</b>												
<b><i>Reversal of items debited or credited to the CIES</i></b>												
Charges for depreciation and impairment of non-current assets	(3,548)	(1,992)	0	0	0	5,540	(3,131)	0	0	0	0	3,131
Movements in the market value of Investment Properties	1,039	0	0	0	0	(1,039)	1,369	0	0	0	0	(1,369)
Amortisation of intangible Assets	(284)	0	0	0	0	284	(185)	0	0	0	0	185
Capital Grants and contributions applied	214	122	0	0	0	(336)	193	85	0	0	0	(278)
Movement in the Donated Assets Account	131	0	0	0	0	(131)	0	0	0	0	0	0
Revenue expenditure funded from capital under statute	(568)	0	0	0	0	568	(3,178)	0	0	0	0	3,178
Amounts of non-current assets written-off on disposal or sale as part of the gain/loss on disposal	(696)	(1,344)	0	0	0	2,040	53	(1,141)	0	0	0	1,088
<b><i>Insertion of items not debited or credited to the CIES</i></b>												
Statutory provision for the financing of capital investment	1,327	0	0	0	0	(1,327)	1,332	0	0	0	0	(1,332)
Voluntary provision for the financing of capital investment	110	0	0	0	0	(110)	2,150	0	0	0	0	(2,150)
Capital expenditure charged against the General Fund and HRA balances	366	5,608	0	0	0	(5,974)	998	5,339	0	0	0	(6,337)
Adjustment to long term debtor repayments	0	0	0	0	0	0	0	0	(188)	0	0	188

## NOTES TO THE FINANCIAL STATEMENTS

	2013-2014						2014-2015					
	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)
<b>Adjustments involving the Capital Grants Unapplied</b>												
Capital grants and contributions unapplied credited to the CIES	(41)	0	0	0	41	0	361	(7)	0	0	(354)	0
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	0	0	226	(226)	0	0	0	0	87	(87)
<b>Adjustments involving the Capital Receipts Reserve</b>												
Transfer of cash sales proceeds credited as part of the gain/loss on disposal to the CIES	1,060	1,992	(3,052)	0	0	0	485	1,983	(2,468)	0	0	0
Use of the Capital Receipts Reserve to finance new capital expenditure	0	0	2,126	0	0	(2,126)	0	0	3,368	0	0	(3,368)
Contribution from the Capital Receipts Reserve towards admin costs of disposals	0	(40)	40	0	0	0	0	(34)	34	0	0	0
Contribution from the Capital Receipts Reserve towards the payment to the Government capital receipts pool	(364)	0	364	0	0	0	(400)	0	400	0	0	0
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	0	0	(161)	0	11	150	0	0	(21)	0	0	21
<b>Adjustments involving the Deferred Capital Receipts Reserve</b>												
Transfer of Finance Lease Premium to I&E account	(4)	0	0	0	0	4	(102)	0	0	0	0	102

## NOTES TO THE FINANCIAL STATEMENTS

	2013-14						2014-15					
	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)
<b>Adjustments involving the Financial Instruments Adjustment Account</b>												
Amount by which finance costs charged to the CIES are different from the finance costs chargeable in year in accordance with statutory requirements	(7)	0	0	0	0	7	(259)	0	0	0	0	259
<b>Adjustments involving the Pension Reserve</b>												
Reversal of retirement benefits debited or credited to CIES	(6,962)	(461)	0	0	0	7,423	(7,127)	(503)	0	0	0	7,630
Employers pension contributions and direct payments to pensioners in the year	3,509	191	0	0	0	(3,700)	3,434	321	0	0	0	(3,755)
<b>Adjustments involving the Collection Fund Adjustment Account</b>												
Amount by which council tax and NNDR income credited to the CIES is different from that calculated for the year in accordance with statutory requirements	(1,939)	0	0	0	0	1,939	1,253	0	0	0	0	(1,253)
<b>Adjustments involving the Accumulated Absences Account</b>												
Amount by which officer remuneration charged to the CIES on an accruals basis is different from remuneration chargeable in accordance with statutory requirements	(59)	25	0	0	0	34	25	(21)	0	0	0	(4)
<b>Adjustments involving the Major Repairs Reserve</b>												
Amount equal to full depreciation charges set aside in the Major Repairs Reserve	0	0	0	(2,333)	0	2,333	0	0	0	(2,487)	0	2,487
Use of the Major Repairs Reserve to finance capital expenditure	0	0	0	809	0	(809)	0	0	0	1,066	0	(1,066)
<b>Total Adjustments</b>	<b>(6,716)</b>	<b>4,101</b>	<b>(683)</b>	<b>(1,524)</b>	<b>278</b>	<b>4,544</b>	<b>(2,729)</b>	<b>6,022</b>	<b>1,125</b>	<b>(1,421)</b>	<b>(267)</b>	<b>(2,730)</b>

## 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 2013 £'000s	Transfers in £'000s	Transfers out £'000s	Balance 31 March 2014 £'000s	Transfers in £'000s	Transfers out £'000s	Balance 31 March 2015 £'000s
<b>General Fund</b>							
New Homes Bonus	1,377	2,205	(635)	2,947	2,678	(3,578)	2,047
Strategic Review	0	140	(15)	125	0	(74)	51
Capital Fund	0	0	0	0	700	0	700
Other Planning Reserves	280	94	(156)	218	0	(14)	204
Leisure Reserves	215	0	0	215	0	(33)	182
Economic Development	44	9	0	53	20	0	73
Housing GF Reserves	146	33	(67)	112	0	(30)	82
Redundancy Reserve	0	250	0	250	300	(158)	392
Museum Reserves	600	0	(52)	548	0	(8)	540
NNDR Deficit	0	1,331	0	1,331	0	(537)	794
Other Earmarked Reserves	358	311	(28)	641	5	(71)	575
Strata Usable Reserves	0	0	0	0	263	0	263
<b>Total</b>	<b>3,020</b>	<b>4,373</b>	<b>(953)</b>	<b>6,440</b>	<b>3,966</b>	<b>(4,503)</b>	<b>5,903</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 9. OTHER OPERATING EXPENDITURE

	2013-14	2014-15
	£'000	£'000
Trading Account (surplus) / deficit	14	0
Pension Fund Administration Expenses	53	55
Payment to the Government's Housing Capital Receipt Pool	363	400
(Gain) / losses on the disposal of non-current assets	(972)	(1,151)
(Gain) / losses on transfer of assets to Strata Service Solutions Ltd	0	(194)
	<b>(542)</b>	<b>(890)</b>

### 10. FINANCING AND INVESTMENT INCOME AND EXPENDITURE

	2013-14	2014-15
	£'000	£'000
Interest payable and similar charges	2,125	2,098
Net interest on the net defined benefit liability	3,251	3,245
Net interest on the net defined benefit liability - Strata Service Solutions Ltd	0	19
Interest receivable	(109)	(75)
Income and expenditure in relation to investment properties and changes in their fair value	(3,824)	(3,604)
Other investment income	164	137
Interest receivable - Strata Service Solutions Ltd	0	(1)
	<b>1,607</b>	<b>1,819</b>

### 11. TAXATION AND NON-SPECIFIC GRANT INCOME

	2013-14	2014-15
	£'000	£'000
Council tax income	(4,457)	(4,612)
Non-domestic rates	(3,365)	(5,133)
Non-ringfenced government grants	(7,687)	(6,954)
Capital grants and contributions	(295)	(632)
	<b>(15,804)</b>	<b>(17,331)</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 12. PROPERTY, PLANT AND EQUIPMENT

	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
<b>Cost or valuation</b>								
As at 1 April 2014	201,577	106,483	14,969	4,048	4,560	0	1,482	333,119
Additions	5,776	923	1,230	15	106		2,914	10,964
Revaluations - Revaluation Reserve	2,323	6,306						8,629
Revaluations - CIES		(400)						(400)
Derecognition - disposals	(657)	(257)	(303)					(1,217)
Derecognition - other		(2,189)	(1,729)	0			(192)	(4,110)
Reclassifications - held for sale	(161)							(161)
Other movements - Strata Service Solutions Ltd			512					512
At 31 March 2015	208,858	110,866	14,679	4,063	4,666	0	4,204	347,336
<b>Depreciation and impairments</b>								
At 1 April 2014	0	(1,320)	(10,397)	(1,947)	0	0	0	(13,664)
Depreciation Charge	(2,437)	(1,436)	(1,028)	(355)				(5,256)
Depreciation written out to Revaluation Reserve	2,429	1,584						4,013
Depreciation written out to CIES		39						39
Derecognition - disposals	8		269	149				426
Derecognition - other			1,556					1,556
At 31 March 2015	0	(1,133)	(9,600)	(2,153)	0	0	0	(12,886)
Balance Sheet amount at 31 March 2015	<b>208,858</b>	<b>109,733</b>	<b>5,079</b>	<b>1,910</b>	<b>4,666</b>	<b>0</b>	<b>4,204</b>	<b>334,450</b>
Balance Sheet amount at 1 April 2014	201,577	105,163	4,572	2,101	4,560	0	1,482	319,455



## 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
<b>Cost or valuation</b>								
As at 1 April 2013	193,712	96,192	14,241	3,540	4,260	0	862	312,807
Additions	6,893	421	1,218	508	281		628	9,949
Donations	81	50						131
Revaluations - Revaluation Reserve	4,547							4,547
Revaluations - CIES	(2,278)	(516)						(2,794)
Derecognition - disposals	(820)		(474)					(1,294)
Derecognition - other							(8)	(8)
Reclassifications - held for sale	(609)							(609)
Other movements	51	10,336	(16)		19			10,390
At 31 March 2014	201,577	106,483	14,969	4,048	4,560	0	1,482	333,119
<b>Depreciation and impairments</b>								
At 1 April 2013	0	0	(9,817)	(1,617)	0	0	0	(11,434)
Depreciation Charge	(2,301)	(1,320)	(1,030)	(330)				(4,981)
Depreciation written out to Revaluation Reserve	2,004							2,004
Depreciation written out to CIES	287							287
Derecognition - disposals	10		450					460
Derecognition - other								0
At 31 March 2014	0	(1,320)	(10,397)	(1,947)	0	0	0	(13,664)
Balance Sheet amount at 31 March 2014	201,577	105,163	4,572	2,101	4,560	0	1,482	319,455
Balance Sheet amount at 1 April 2013	193,712	96,192	4,424	1,923	4,260	0	862	301,373

Downward revaluations of £4.9m have been moved to the 'cost or valuation' section of this note from 'depreciation and impairments' in order to reflect the proper accounting treatment.

## NOTES TO THE FINANCIAL STATEMENTS

### Prior Period Adjustments

The asset values of Infrastructure Assets and Council Dwellings have been restated as at 1 April 2013.

- A number of infrastructure assets including City Centre Enhancements and the National Cycle Network have been removed from the Council's Balance Sheet to reflect their ownership status
- The valuation basis of council garages has been amended in accordance with the Stock Valuation for Resource Accounting guidance, which has resulted in the removal of the social housing adjustment factor

This has affected the comparative figures published for 2013/14, as set out below:

	Published 2013/14 £'000	Restatement £'000	Restated 2013/14 £'000
<b>Balance Sheet</b>			
<b>Property, plant and equipment</b>	<b>319,012</b>	<b>443</b>	<b>319,455</b>
of which:			
Infrastructure Assets	4,321	(2,220)	2,101
Council Dwellings (including garages)	198,914	2,663	201,577
<b>Unusable Reserves</b>	<b>219,337</b>	<b>443</b>	<b>219,780</b>
of which:			
Capital Adjustment Account	218,181	(2,220)	215,961
Revaluation Reserve	67,552	2,663	70,215

### Capital Commitments

At 31 March 2015, the Council has entered into a number of contracts for the construction or enhancement of property, plant and equipment in 2015/16 at a cost of £3.780m. Similar commitments at 31 March 2014 were £7.103m. The major commitments are:

Property refurbishment and improvement	<b>£'000</b> 2,103
New Construction	911
Infrastructure	145
Community Assets	25
Vehicles and equipment	<u>596</u>
	<b><u>3,780</u></b>

## NOTES TO THE FINANCIAL STATEMENTS

### Revaluations

The significant assumptions applied in estimating fair value are set out in the statement of accounting policies. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The valuations are carried out by the Council's in-house valuers; registered with the Royal Institution of Chartered Surveyors.

	Council Dwellings £'000s	Other Land and Buildings £'000s	Total £'000s
<b>Carried at historical cost</b>	-	-	-
<b>Valued at fair value in:</b>			
2014-15	208,858	109,733	318,591
2013-14	198,914	-	198,914
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.

	2013-14	2014-15
	£'000	£'000
Rental income from investment property	3,443	2,810
Direct operating expenditure arising from investment property	(657)	(575)
<b>Net gain / (loss)</b>	<b>2,786</b>	<b>2,235</b>

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.

	2013-14	2014-15
	£000s	£000s
Balance at 1 April	41,265	31,965
Additions :		
Purchases	0	0
Construction	0	0
Subsequent expenditure	0	0
Disposals		
Net gains / losses from fair value adjustments	1,039	1,369
Transfers:		
to/from Inventories		
to/from Property, Plant & Equipment	(10,339)	2,368
Other changes		
<b>Balance at 31 March</b>	<b>31,965</b>	<b>35,702</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 14. HERITAGE ASSETS – Reconciliation of the Carrying Value of Heritage Assets

	2013-14	2014-15
	£'000	£'000
<b>Opening Balance</b>	<b>22,436</b>	<b>22,615</b>
<b>Revaluation</b>		
Museum Exhibits	196	0
Guildhall	26	26
St Nicholas Priory	0	2
<b>Total</b>	<b>222</b>	<b>28</b>
<b>Impairment Recognised in the Revaluation Reserve</b>		
Museum Exhibits	0	0
Guildhall	0	0
St Nicholas Priory	(43)	0
<b>Total</b>	<b>(43)</b>	<b>0</b>
<b>Closing Balance</b>	<b>22,615</b>	<b>22,643</b>

## 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 17<sup>th</sup> and 19<sup>th</sup> 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. 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 2014 £'000s	31 March 2015 £'000s	31 March 2014 £'000s	31 March 2015 £'000s
Financial liabilities at amortised cost	59,572	62,867	32,523	26,394
Financial liabilities at fair value through profit and loss	-	-	-	-
<b>Total borrowings</b>	<b><u>59,572</u></b>	<b><u>62,867</u></b>	<b><u>32,523</u></b>	<b><u>26,394</u></b>
Loans and Receivables	12,456	12,969	22,274	21,980
Available-for-sale financial assets	-	-	-	-
<b>Total investments</b>	<b><u>12,456</u></b>	<b><u>12,969</u></b>	<b><u>22,274</u></b>	<b><u>21,980</u></b>

#### 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.

	2013-14			2014-15		
	Measured at Amortised Cost Liabilities £'000s	Loans and Receivables £'000s	Financial Assets £'000s	Measured at Amortised Cost Liabilities £'000s	Loans and Receivables £'000s	Financial Assets £'000s
Interest Expenses	2,125	0	2,125	2,098	0	2,098
<b>Total Expense</b>	<b>2,125</b>	<b>0</b>	<b>2,125</b>	<b>2,098</b>	<b>0</b>	<b>2,098</b>
Interest Income	0	(109)	(109)	0	(75)	(75)
Increase in fair value	0	(2)	(2)	0	0	0
Gains on Derecognition	0	(91)	(91)	0	0	0
<b>Total income</b>	<b>0</b>	<b>(202)</b>	<b>(202)</b>	<b>0</b>	<b>(75)</b>	<b>(75)</b>
Losses on Revaluation	0	0	0	0	35	35
<b>Surplus/Deficit on Revaluation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35</b>	<b>35</b>
<b>Net (Gain)/Loss for the year</b>	<b>2,125</b>	<b>(202)</b>	<b>1,923</b>	<b>2,098</b>	<b>(40)</b>	<b>2,058</b>

### Material Soft Loans Made by the Authority

During 2014/15 the Council provided loans of £1m towards funding the building of the Science Park centre, in two loan advances of £500,000 with interest charged at 2.55% and 2.62% respectively. The loans are repayable on maturity in 2023/24.

	2014/15 £'000s
Balance at start of year	0
New loans granted in the year	1,000
Fair value adjustment on initial recognition	(292)
Other changes	27
<b>Nominal value at 31 March</b>	<b>735</b>

### Valuation Assumptions

The interest rate at which the fair value of this soft loan has been made is arrived at by taking the authority's prevailing cost of borrowing (6%) and adding an allowance for the risk that the loan might not be repaid by Exeter Science Park Ltd in this case a zero rate.



## 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 statements are as follows:

Financial Instrument	Basis of measurement	Note
<b>Investments – fixed rate</b>	Carrying value adjusted for interest owed at year end	Investments have both fixed term and fixed interest rates
<b>Soft Loans</b>	Where material soft loans have been measured using an assumed effective interest rate of 6% for company loans and homeowner loans.	The only loans deemed material are the loans for private sector renewal and a loan advance in respect of the Exeter Science Park Limited
<b>Contractual Debt/payables</b>	Held at invoiced or billed amount less an estimate of Impairment for the uncollectability of that debt.	
<b>Long-term creditors / Capital Grants in Advance</b>	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 31<sup>st</sup> March 2015;
- 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 March 2014		31 March 2015	
	Carrying Amount £'000	Fair Value £'000	Carrying Amount £'000	Fair Value £'000
Financial Assets				
- Investments	0	0	0	0
- Fixed Term Investments	448	448	479	479
Sub Total - Note 1	<b>448</b>	<b>448</b>	<b>479</b>	<b>479</b>
- Trade and other receivables	9,542	9,542	8,103	8,103
Financial Liabilities				
- Long term Creditors	(52)	(52)	(77)	(77)
- Capital Grants Received in Advance	(2,614)	(2,614)	(5,884)	(5,884)
- Trade and other payables	(14,490)	(14,490)	(16,379)	(16,379)
- Short-term Borrowing	(18,033)	(18,033)	(10,015)	(10,015)
- Long-term Borrowing	(56,906)	(58,384)	(56,906)	(78,996)

Note 1: The fair value of the investments is the same as the carrying amount.

## NOTES TO THE FINANCIAL STATEMENTS

### 17. SHORT TERM DEBTORS

	2013-14	2014-15
	£'000	£'000
Government Departments	3,820	2,604
Other Local Authorities	1,440	1,289
Public Body	0	232
Sundry Debtors	6,679	6,967
Debtors of Strata Service Solutions Ltd	0	79
	<u>11,939</u>	<u>11,171</u>
Provision for bad debts	(2,397)	(3,068)
<b>Total Debtors</b>	<b><u>9,542</u></b>	<b><u>8,103</u></b>

### 18. CASH AND CASH EQUIVALENTS

	2013-14	2014-15
	£'000	£'000
Cash held by the Council	9	8
Bank current accounts	230	885
Short-term investments	3,001	0
Short-term call accounts	9,044	12,061
Strata - Cash at bank and in hand	0	494
<b>Total cash and cash equivalents</b>	<b><u>12,284</u></b>	<b><u>13,448</u></b>

### 19. ASSETS HELD FOR SALE

	Current	
	2013-14	2014-15
	£'000s	£'000s
Balance at 1 April	1,635	609
Assets newly classified:		
Property, plant and equipment	609	201
Intangible assets	0	0
Other assets / liabilities	0	0
Revaluation losses	0	0
Revaluation gains	0	3
Impairment losses	(384)	0
Assets declassified:		
Property, plant and equipment	(52)	(40)
Intangible assets	0	0
Other assets / liabilities	0	0
Assets sold	(1,199)	(492)
Transfers between current and non-current	0	
Other movements	0	0
<b>Balance at 31 March</b>	<b><u>609</u></b>	<b><u>281</u></b>

## NOTES TO THE FINANCIAL STATEMENTS

### 20. SHORT TERM CREDITORS

	2013-14	2014-15
	£'000	£'000
Government Departments	3,090	4,540
Other Local Authorities	2,458	2,365
Public bodies	302	91
Sundry Creditors	8,640	9,245
Creditors of Strata Service Solutions Ltd	0	138
	<b>14,490</b>	<b>16,379</b>

### 21. PROVISIONS

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

	Injury and Damage Compensation claims 2013-14 £'000	Injury and Damage Compensation claims 2014-15 £'000
Balance at 1 April	83	87
Additional provisions made	87	115
Amounts used	(18)	(13)
Unused amounts reversed	(65)	(74)
<b>Balance at 31 March</b>	<b>87</b>	<b>115</b>

### 22. USABLE RESERVES

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

	2013-14	2014-15
	£'000	£'000
General Fund Balance	3,365	3,974
Housing Revenue Account	6,067	7,864
Capital Receipts Reserve	2,306	1,181
Major Repairs Reserve	3,794	5,215
Earmarked Reserves	6,440	5,903
Capital Grants Unapplied	683	950
<b>Balance at 31 March</b>	<b>22,655</b>	<b>25,087</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 23. UNUSABLE RESERVES

	2013-14	2014-15
	£'000	£'000
Revaluation Reserve	70,215	81,901
Capital Adjustment Account	215,961	222,676
Financial Instrument Adjustment Account	(58)	(317)
Deferred Capital Receipts Reserve	11,574	11,451
Pensions Reserve	(75,530)	(96,538)
Collection Fund Adjustment Account	(1,914)	(661)
Accumulated Absences Account	(468)	(464)
<b>Total Unusable Reserves</b>	<b>219,780</b>	<b>218,048</b>

#### 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

2013-14		2014-15
£'000		£'000    £'000
64,592	Balance at 1 April	70,215
8,346	Upward revaluation of assets	12,691
	Downward revaluation of assets and impairment losses not charged	
(1,615)	to CIES	(20)
6,731	Surplus / deficit on revaluation	12,671
	Difference between fair value depreciation and historical cost	
(629)	depreciation	(719)
(454)	Prior year adjustment	0
(25)	Accumulated gains on assets sold	(266)
(1,108)	Amount written off to CAA	(985)
<b>70,215</b>	<b>Balance at 31 March</b>	<b>81,901</b>

## 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.

2013-14 £'000		2014-15 £'000    £'000
213,668	Balance at 1 April	215,961
	Charges for depreciation and	
(7,874)	impairment of non-current assets	(5,617)
(284)	Amortisation of intangible Assets	(185)
	Revenue expenditure funded from	
(568)	capital under statute	(3,178)
	Gain on value of assets donated to	
0	Strata	195
	Amounts of non-current assets	
	written-off on disposal or sale as	
(2,040)	part of the gain/loss on disposal	(1,017)
(10,766)		(9,802)
	Adjusting amounts to Revaluation	
1,108	reserve	719
204,010	Net amount written out of the cost	206,878
	of non-current assets in year	

## NOTES TO THE FINANCIAL STATEMENTS

2013-14 £'000	2014-15 £'000    £'000	
Capital finance applied in year:		
2,126 Use of Capital receipts reserve	3,368	
809 Use of the Major Repairs Reserve	1,066	
Capital Grants and contributions		
336 applied - CIES	278	
Capital Grants and contributions		
226 applied - CGU Account	87	
Statutory provision for financing		
1,327 capital	1,332	
Voluntary provision for financing		
110 capital	2,150	
Capital Expenditure charged		
directly to the General Fund and		
5,974 HRA	6,337	
10,908		14,618
Movements in the market value of		
1,039 Investment Properties		1,369
Movement in the Donated Assets		
130 Account		0
(126) Repayment of Long Term Debtors		(189)
<b>215,961</b> Balance at 31 March		<b>222,676</b>

## 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.

2013-14 £'000	2014-15	
	£'000	£'000
(51) Balance at 1 April		(58)
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 (7) costs charged in year under statute	(259)	
(7)		(259)
<b>(58) Balance at 31 March</b>		<b>(317)</b>

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

2013-14 £'000	2014-15	
	£'000	£'000
(73,738) Balance at 1 April		(75,530)
Remeasurements of the net 1,931 defined benefit liability/(asset)		(16,879)
Reversal of items relating to (7,423) retirement benefits in the CIES		(6,403)
Employers pension contributions 3,700 and direct payments to pensioners		3,719
0 Transfer of Strata pension liability		(1,445)
<b>(75,530) Balance at 31 March</b>		<b>(96,538)</b>



## 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.

2013-14 £'000	2014-15	
	£'000	£'000
11,602		11,574
Balance at 1 April		
Transfer of Finance Lease		
(4) Premium to CIES	(102)	
Transfer to Capital Receipts		
(24) Reserve upon receipt of cash	(21)	
		(123)
<b>11,574</b>		<b>11,451</b>
<b>Balance at 31 March</b>		

### Collection Fund Adjustment Account

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

2013-14 £'000	2014-15	
	£'000	£'000
24		(1,914)
Balance at 1 April		
Amount by which council tax and		
NNDR income credited to CIES		
differs from that calculated for the		
(1,938) year under statute	1,253	
		1,253
<b>(1,914)</b>		<b>(661)</b>
<b>Balance at 31 March</b>		

## 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.

2013-14 £'000	2014-15	
	£'000	£'000
(434) Balance at 1 April		(468)
434 Settlement / cancellation of previous year's accrual	468	
(468) Amounts accrued at the end of	<u>(464)</u>	
Amount by which remuneration charged to CIES differs from remuneration charged for the year		
(34) under statute		4
<b>(468) Balance at 31 March</b>	<b><u>(464)</u></b>	<b><u>4</u></b>

### 24 CASHFLOW STATEMENT – OPERATING ACTIVITIES

	2013-14 £'000	2014-15 £'000	2014-15 £'000	2014-15 £'000
		ECC	Strata	Total
Net (surplus) / deficit on provision of Services	(515)	(5,896)	734	(5,162)
Depreciation	(4,982)	(5,256)		(5,256)
Impairment	(2,892)	(362)		(362)
Amortisation	(284)	(186)		(186)
Investment (losses) / gains	93	(35)		(35)
Donated assets	131	0	194	194
Pension liability	(3,723)	(2,684)	(1,192)	(3,876)
Carrying amount of non-current assets sold	(2,040)	(3,503)		(3,503)
Movement in investment properties	1,039	1,368		1,368
Finance lease income	4	102		102
Other	(1,980)	263		263
Movement in inventories	15	(20)	5	(15)
Movement in debtors	1,557	(635)	258	(377)
Movement in creditors	705	775	(415)	360
less				0
Items classified elsewhere				
	3,052	406	(42)	364
	<b>(9,820)</b>	<b>(15,663)</b>	<b>(458)</b>	<b>(16,121)</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 25. CASHFLOW STATEMENT – INVESTING ACTIVITIES

	2013-14	2014-15	2014-15	2014-15
	£'000	£'000	£'000	£'000
		ECC	Strata	Total
Purchase of non-current assets	12,301	16,845	0	16,845
Purchase of short and long-term investments	135,000	149,000	0	149,000
Other payments for investing activities	0	2,077	0	2,077
Proceeds from the sale of non-current assets	(3,052)	(2,468)	0	(2,468)
Proceeds of short and long-term investments	(136,421)	(148,500)	0	(148,500)
Other receipts for investing activities	(1,954)	(665)	(37)	(702)
<b>Net cash flows from investing activities</b>	<b>5,874</b>	<b>16,289</b>	<b>(37)</b>	<b>16,252</b>

### 26. CASHFLOW STATEMENT – FINANCING ACTIVITIES

	2013-14	2014-15	2014-15	2014-15
	£'000	£'000	£'000	£'000
		ECC	Strata	Total
Cash receipts of short and long-term borrowing	(18,000)	(18,000)	0	(18,000)
Other receipts for financing activities	(1,369)	(9,295)	0	(9,295)
Repayments of short and long-term borrowing	15,000	26,000	0	26,000
<b>Net cash flows from financing activities</b>	<b>(4,369)</b>	<b>(1,295)</b>	<b>0</b>	<b>(1,295)</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 27. 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:

	2013-14	2014-15
Directorate Net Expenditure	£'000	£'000
Community & Environment	10,168	9,498
Economy & Development	(690)	(708)
Corporate Services	5,679	5,173
HRA	0	0
less		
Notional Capital Charges	(2,931)	(2,955)
IAS Pension Adjustment	0	
<b>Net Expenditure</b>	<b>12,226</b>	<b>11,008</b>

## 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.

	2013-14 £'000	2014-15 £'000
Net expenditure in the Directorate analysis	12,226	11,008
Net expenditure of services not included in the analysis	3,891	2,820
Amounts in the CIES not reported to management in the analysis	1,134	3,772
Amounts included in the analysis not included in the CIES cost of services	(3,027)	(7,270)
Amounts included in respect of Strata Service Solutions	0	910
<b>Cost of Services in CIES</b>	<b>14,224</b>	<b>11,240</b>

## 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	Adjustments - Strata Service Solutions	Cost of services	Corporate Amounts	Corporate Amounts - Strata Service Solutions	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>2014-15</b>									
Fees & charges	(18,835)			2,237	(885)	(17,483)			(17,483)
Interest & Investment income						0	(3,542)	(1)	(3,543)
Income from Council Tax						0	(4,612)		(4,612)
Government grants & contributions	(47,001)					(47,001)	(12,719)		(59,720)
<b>Total Income</b>	<b>(65,836)</b>	<b>0</b>	<b>0</b>	<b>2,237</b>	<b>(885)</b>	<b>(64,484)</b>	<b>(20,873)</b>	<b>(1)</b>	<b>(85,358)</b>
Employees	19,292	(135)		(422)		18,735			18,735
Other expenses	57,552		3,411	(9,085)	1,795	53,673	55		53,728
Depreciation, amortisation & impairment		2,955	361			3,316			3,316
Interest payments						0	5,343	19	5,362
Payments to Housing Pool						0	400		400
Gain / loss of disposal of assets						0	(1,151)	(194)	(1,345)
<b>Total Expenditure</b>	<b>76,844</b>	<b>2,820</b>	<b>3,772</b>	<b>(9,507)</b>	<b>1,795</b>	<b>75,724</b>	<b>4,647</b>	<b>(175)</b>	<b>80,196</b>
<b>Surplus / deficit on the provision of services</b>	<b>11,008</b>	<b>2,820</b>	<b>3,772</b>	<b>(7,270)</b>	<b>910</b>	<b>11,240</b>	<b>(16,226)</b>	<b>(176)</b>	<b>(5,162)</b>

## 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
<b>2013-14</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Fees & charges	(19,780)			2,808		(16,972)		<b>(16,972)</b>
Interest & Investment income						0	(4,157)	<b>(4,157)</b>
Income from Council Tax						0	(4,457)	<b>(4,457)</b>
Government grants & contributions	(46,860)					(46,860)	(11,347)	<b>(58,207)</b>
<b>Total Income</b>	<b>(66,640)</b>	<b>0</b>	<b>0</b>	<b>2,808</b>	<b>0</b>	<b>(63,832)</b>	<b>(19,961)</b>	<b>(83,793)</b>
Employees	21,153	960		(541)		21,572		<b>21,572</b>
Other expenses	57,713		618	(5,294)		53,037	67	<b>53,104</b>
Support Service recharges						0		<b>0</b>
Depreciation, amortisation & impairment	0	2,931	516			3,447	384	<b>3,831</b>
Interest payments						0	5,380	<b>5,380</b>
Payments to Housing Pool						0	363	<b>363</b>
Gain / loss of disposal of assets						0	(972)	<b>(972)</b>
<b>Total Expenditure</b>	<b>78,866</b>	<b>3,891</b>	<b>1,134</b>	<b>(5,835)</b>	<b>0</b>	<b>78,056</b>	<b>5,222</b>	<b>83,278</b>
<b>Surplus / deficit on the provision of services</b>	<b>12,226</b>	<b>3,891</b>	<b>1,134</b>	<b>(3,027)</b>	<b>0</b>	<b>14,224</b>	<b>(14,739)</b>	<b>(515)</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 28. MEMBERS ALLOWANCES

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

	2013-14	2014-15
	£'000	£'000
Salaries	18	12
Allowances	252	247
Expenses	2	5
<b>Total</b>	<b>272</b>	<b>264</b>

### 29. OFFICERS REMUNERATION

The number of employees whose remuneration (including exit packages) excluding employer's pension contributions, was £50,000 or more in bands of £5,000 were:

Remuneration Band	Number of Employees	
	2013-14	2014-15
£50,000 - £54,999	0	0
£55,000 - £59,999	3	4
£60,000 - £64,999	8	10
£65,000 - £69,999	0	0
£70,000 - £74,999	0	0
£75,000 - £79,999	0	1
£80,000 - £84,999	0	0
£85,000 - £89,999	1	2
£90,000 - £94,999	0	0
£95,000 - £99,999	0	0
£100,000 - £104,999	0	0
£105,000 - £109,999	1	0
£110,000 - £114,999	0	1
£115,000 - £119,999	0	0
£120,000 - £124,999	0	0
£125,000 - £129,999	1	0



## NOTES TO THE FINANCIAL STATEMENTS

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

### 2014-15

Post	Salary, fees & allowances	Expenses	Taxable Benefits	Compensation for Loss of Office	Total Remuneration	Employers Pension Contributions	Total
Chief Executive & Growth Director	110,000	146	0	0	<b>110,146</b>	25,190	<b>135,336</b>
Deputy Chief Executive	88,440	0	0	0	<b>88,440</b>	20,253	<b>108,693</b>
Assistant Director Economy	64,320	901	0	0	<b>65,221</b>	14,729	<b>79,950</b>
Assistant Director Environment	64,765	398	0	0	<b>65,163</b>	14,831	<b>79,994</b>
Assistant Director Customer Access	64,320	119	0	0	<b>64,439</b>	14,729	<b>79,168</b>
Assistant Director Finance	64,320	58	0	0	<b>64,378</b>	14,729	<b>79,107</b>
Assistant Director City Development	64,320	65	0	0	<b>64,385</b>	14,729	<b>79,114</b>
Assistant Director Housing	64,320	0	0	0	<b>64,320</b>	14,729	<b>79,049</b>
Assistant Director Public Realm	64,320	198	0	0	<b>64,518</b>	14,735	<b>79,253</b>
Corporate Manager - Property	56,280	303	0	0	<b>56,583</b>	12,888	<b>69,471</b>
Corporate Manager - Policy/Communications/Community Engagement	54,170	21	0	0	<b>54,191</b>	13,011	<b>67,202</b>
Corporate Manager - Democratic/Civic Support	58,635	21	0	0	<b>58,656</b>	13,428	<b>72,084</b>
Corporate Manager - Legal	58,635	109	0	0	<b>58,744</b>	13,428	<b>72,172</b>

## NOTES TO THE FINANCIAL STATEMENTS

2013-14

Post	Salary, fees & allowances	Expenses	Taxable Benefits	Compensation for Loss of Office	Total Remuneration	Employers Pension Contributions	Total
Chief Executive (left 31/07/14)	28,875	0	0	99,680	<b>128,555</b>	5,919	<b>134,474</b>
Chief Executive & Growth Director	105,500	202	0	0	<b>105,702</b>	21,627	<b>127,329</b>
Deputy Chief Executive	87,166	202	0	0	<b>87,368</b>	17,869	<b>105,237</b>
Assistant Director Economy	64,000	618	0	0	<b>64,618</b>	13,120	<b>77,738</b>
Assistant Director Environment	64,028	0	0	0	<b>64,028</b>	13,126	<b>77,154</b>
Assistant Director Customer Access	64,000	16	0	0	<b>64,016</b>	13,120	<b>77,136</b>
Assistant Director Finance (left 31/05/14)	10,167	0	497	0	<b>10,664</b>	2,084	<b>12,748</b>
Assistant Director Finance	60,928	0	0	0	<b>60,928</b>	12,490	<b>73,418</b>
Assistant Director City Development	64,000	59	0	0	<b>64,059</b>	13,120	<b>77,179</b>
Assistant Director Housing	64,000	0	0	0	<b>64,000</b>	13,120	<b>77,120</b>
Assistant Director Public Realm	64,000	363	0	0	<b>64,363</b>	13,120	<b>77,483</b>
Corporate Manager - Policy/Communications/Community Engagement	56,000	26	0	0	<b>56,026</b>	11,480	<b>67,506</b>
Corporate Manager - Democratic/Civic Support	58,855	153	0	0	<b>59,008</b>	12,020	<b>71,028</b>
Corporate Manager - Legal	58,745	202	0	0	<b>58,947</b>	12,020	<b>70,967</b>

The 2013/14 comparatives have been updated to reflect the inclusion of Corporate Managers in the Strategic Management Team. The Corporate Manager – Property is new for 2014/15 following the restructure of Property Services.

## NOTES TO THE FINANCIAL STATEMENTS

### 30. EXTERNAL AUDIT COSTS

In 2014-15 Exeter City Council incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims and to non-audit services provided by the Authority's external auditors:

	2013-14	2014-15
	£'000	£'000
Fees payable to Grant Thornton with regard to external audit services carried out by the appointed auditor	76	77
Audit Commission rebate	(10)	(8)
Fees payable to Grant Thornton for the certification of grant claims and returns *	15	20
Fees payable in respect of other services provided by the appointed auditor**	6	8
	<b>87</b>	<b>97</b>

\* Additional fee incurred in 2014/15 which relates to significant testing work undertaken in respect of the housing benefit subsidy claim for 2013/14

\*\* Charge for advice in respect of review of IT shared service arrangements (£5,999 – 2013/14), submission of a VAT claim in respect of trade waste (£6,667 – 2014/15) and other VAT related advice (£1,800 – 2014/15)

### 31. GRANTS, CONTRIBUTIONS AND DONATIONS

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

	2013-14	2014-15
	£'000	£'000
<b>Credited to Taxation and non-specific grant income</b>		
Council taxpayers	(4,457)	(4,612)
Revenue Support Grant	(4,860)	(4,049)
New Homes Bonus	(2,205)	(2,778)
Council Tax Freeze Grant	(119)	(118)
Local Services Support Grant	(503)	0
NNDR	(3,365)	(5,133)
Community Infrastructure Levy	0	(9)
Other Capital Grants & Contributions	(295)	(632)
<b>Total</b>	<b>(15,804)</b>	<b>(17,331)</b>
<b>Credited to Services</b>		
Benefit Subsidy	(39,676)	(39,762)
NNDR Cost of Collection	(224)	(224)
Supporting People	(274)	(275)
CT/HB Admin Grant	(811)	(622)
Other Grants	(1,370)	(1,453)
<b>Total</b>	<b>(42,355)</b>	<b>(42,336)</b>

## 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:

	2013-14	2014-15
	£'000	£'000
<b>Capital Grants receipts in advance</b>		
Land at Beacon Avenue	(97)	(57)
Environmental Cont - Rydon Lane	(13)	(13)
Affordable Housing - Cowick St	(581)	(487)
Community Facility - Western Way	(37)	(38)
Leisure Contribution - Hill Barton	(91)	(68)
Local Energy Networks	(152)	(73)
Leisure Contribution - Newcourt	(352)	(750)
Community Facility - Newcourt	(130)	(185)
Affordable Housing - Newcourt	0	(245)
Extracare - St Loyes	(1,006)	(1,734)
Leisure Contribution - Earls Park	0	(95)
Affordable Housing - Earls Park	0	(901)
Leisure Contribution - St Loyes	0	(293)
Leisure Contribution - Prince of Wales Rd	0	(764)
Other Grants	(155)	(181)
<b>Total</b>	<b>(2,614)</b>	<b>(5,884)</b>

## 32. 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 significant influence 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. The total of member allowances paid in 2014/15 is shown in Note 28. During the financial year, the Council paid grants to organisations totalling £443,797 in which nine members had positions on the governing body.

**Other public bodies** – Exeter City Council is part of a designated pool for the retention of business rates, which allows local authorities to be treated as if they were a single entity for the purposes of calculating tariffs, top-ups, levies and safety net payments.

## NOTES TO THE FINANCIAL STATEMENTS

### 32. RELATED PARTIES (Continued)

#### **Entities Controlled or Significantly Influenced by the Authority**

##### Exeter Business Centre Ltd

Exeter Business Centre Ltd (EBC) main purpose is the letting of affordable business units to support small businesses.

The Authority controls EBC through its ownership of 100% of the shares in the Company and it is deemed to be a subsidiary. The Authority made a £45,000 contribution towards running costs during 2014/15 and EBC had net assets of £45,952 as at 31 March 2015 (£17,340 31 March 2014).

##### Exeter Canal and Quay Trust Ltd

Exeter Canal and Quay Trust (ECQT) has a charitable status and its main objectives are to preserve and develop the Exeter Canal and Quay area.

ECQT is deemed to be influenced significantly by the Authority through its representation on the Trust board. The Council leases a number of assets to ECQT on a long term basis at nil rent, with the exception of Double Locks Hotel whereby rent is 5% of turnover divided equally between ECQT and the Council (£22,706 in 2014/15). ECQT also contributed £70,030 towards Council costs mostly in respect of running the Quay House Visitors Centre.

##### Exeter Science Park Ltd

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 shareholding is Devon County Council (49.9%) along with the University of Exeter (21.5%) and East Devon District Council (7.1%).

The Authority has a 21.5% shareholding in the Company. It is deemed to be an associate due to the Council's ownership interest and significant influence. During 2014/15 the Council provided loans of £1m towards funding the building of the Science Park centre, in two loan advances of £500,000 with interest charged at 2.55% and 2.62% respectively. The loans are repayable on maturity in 2023/24.

The Council's share in the net assets of Exeter Science Park Ltd is £508,000 at 31 March 2015.

## NOTES TO THE FINANCIAL STATEMENTS

### 33. INTERESTS IN JOINT OPERATIONS

Exeter City Council, Teignbridge District Council and East Devon District Council each have interests in a joint operation called Strata Service Solutions Ltd, a registered company (company number 09041662) whose registered office is Civic Centre, Paris Street, Exeter, Devon, EX1 1JN. The Company was established on 30 October 2014.

The business of the Company is the operation and provision of a shared information communications technology service to each of the Councils including;

- A source of expertise regarding information technology
- A resilient and reliable ICT infrastructure
- A service desk that maintains and supports devices, operating systems and core applications
- Information security and information management services
- Developing and implementing business systems to meet Council business objectives
- A Street Name and Numbering function

The proportions of ownership interests are; Exeter City Council (35.936%), Teignbridge District Council (27.372%) and East Devon District Council (36.692%). Each authority has equal voting rights, with decisions taken collectively and unanimously.

## NOTES TO THE FINANCIAL STATEMENTS

The figures that have been consolidated into the Council's single entity financial statements in respect of Strata Service Solutions Ltd are:

	2014-2015 £'000's
<b>Adjustments to CIES</b>	
Fees	(953)
Cost of sales	470
Admin expenses	257
Transfer of pension scheme liability	1,136
<b>Cost of Services</b>	<b>910</b>
Gain on disposal of assets	(194)
Net interest on the net defined benefit liability	19
Interest receivable	(1)
<b>(Surplus) or Deficit on Provision of Services</b>	<b>734</b>
Remeasurement of the net defined benefit liability	253
<b>Total CIES</b>	<b>987</b>

	2014-2015 £'000's
<b>Adjustments to Balance Sheet</b>	
Property, plant & equipment	512
Intangible assets	715
Investment in Strata removed upon consolidation and replaced with proportional share of assets and liabilities	(1,173)
<b>Total Long Term Assets</b>	<b>54</b>
Inventories	5
Short Term Debtors	79
Cash & cash equivalents	494
<b>Total Current Assets</b>	<b>578</b>
Short Term Creditors	(138)
<b>Total Current Liabilities</b>	<b>(138)</b>
Capital Grants Receipts in Advance	(36)
Pension Scheme Liability	(1,445)
<b>Total Long Term Liabilities</b>	<b>(1,481)</b>
<b>Net assets</b>	<b>(987)</b>
Financed by:	
Usable Reserves	263
Unusable Reserves	(1,250)
<b>Total Reserves</b>	<b>(987)</b>

## NOTES TO THE FINANCIAL STATEMENTS

### 34. CAPITAL EXPENDITURE AND CAPITAL FINANCING

The total amount of capital expenditure incurred in the year is shown in the table below (including the value of assets acquired under finance leases and PFI contracts), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the 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.

	2013-14	2014-15
	£'000	£'000
<b>Opening Capital Financing Requirement</b>	89,826	89,960
<b>Capital Investment</b>		
Intangible Assets	133	83
Property, Plant and Equipment	9,950	10,952
Investment Properties	0	0
Long Term Debtors	392	1,008
Long Term Investments	0	50
REFCUS	1,355	4,319
<b>Sources of Finance</b>		
Capital Receipts	(2,126)	(3,368)
Government grants and other contributions	(1,349)	(879)
Sums set aside from revenue	(6,784)	(7,404)
Minimum Revenue Provision	(1,437)	(1,332)
Voluntary Revenue Provision	0	(2,150)
Repayment of Long Term Debtors	0	(12)
<b>Closing Capital Financing Requirement</b>	<b>89,960</b>	<b>91,227</b>
<b>Explanation of movements in year</b>		
Increase in underlying need to borrow (unsupported by Government financial assistance)	134	1,267
<b>Increase/(decrease) in Capital Financing Requirement</b>	<b>134</b>	<b>1,267</b>



## NOTES TO THE FINANCIAL STATEMENTS

### 35. LEASES

#### Council as a Lessee

##### *Finance Leases*

The Council has acquired a number of its investment properties and some small items of equipment under 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 £775,249 (2013/14 £785,185). Rental Payments due in 2015/16 can be broken down as follows:

Due to expire in 2015/16 (or on 1 year rolling agreements)	£75,916
2 – 5 Years	£684,333
5+ Years	£15,000

## NOTES TO THE FINANCIAL STATEMENTS

### Council as a Lessor

#### Finance Leases

The Authority has thirty five 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

	2013-14 £'000	2014-15 £'000
Finance Lease Debtor		
• Current	113	113
• Non-current	11,416	11,313
Unearned finance income	11,529	11,426
Unguaranteed Residual Value	15,356	17,599
<b>Gross investment in Lease</b>	<b>26,885</b>	<b>29,025</b>
<b>Minimum lease payments are:</b>		
5 + Years	597	597

#### Operating Leases

The Council leases out approximately 300 Commercial Premises. Investment income totalling £2,235,220 has been received in respect of these properties during 2014-15 (£2,785,811 in 2013-14).

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

Due to expire in 2015-16 (or on 1 year rolling agreements)	£277,770
2 – 5 Years	£473,816
5+ Years	£1,483,634

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.

## NOTES TO THE FINANCIAL STATEMENTS

### 36. IMPAIRMENT LOSSES

During 2014/15, the Council has recognised impairment losses of £361,237 in relation to its operational land and buildings.

### 37. TERMINATION BENEFITS

The Authority terminated the contracts of a number of employees in 2014/15, incurring liabilities of £237,456 in redundancy payments (£578,481 – 2013/14) and £164,450 in pension strain payments (£270,515 – 2013/14), which have been charged to the Comprehensive Income and Expenditure Statement.

These are broken down as follows:

Band	Number of Employees	
	2013-14	2014-15
<b>Compulsory Redundancy</b>		
Less than £20,000	2	0
£20,000 - £39,999	1	1
£40,000 - £59,999	1	0
£60,000 - £79,999	0	1
£80,000 - £99,999	0	0
<b>Voluntary Redundancy</b>		
Less than £20,000	13	6
£20,000 - £39,999	5	3
£40,000 - £59,999	3	0
£60,000 - £79,999	0	2
£80,000 - £99,999	1	0
£100,000 - £149,999	1	0
£150,000 - £199,999	0	0
£200,000 - £249,999	0	0

## NOTES TO THE FINANCIAL STATEMENTS

### 38. DEFINED BENEFIT PENSION SCHEMES

- Exeter City Council participates in the Local Government Pension Scheme, which is administered by Devon County Council in accordance with the Local Government Pension Scheme Regulations 2014. The Pension Fund Committee oversees the management of the Fund.
- The Local Government Pension Scheme is a defined benefit scheme and currently provides benefits based on career average re-valued salary and length of service on retirement.
- 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 as at 31 March 2013 rolled forward to take into account changes in the intervening period.

The most recent valuation was carried out as at 31 March 2013, 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 2015. 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 22.9% of pensionable pay. The contribution rates certified for Exeter City Council at 31 March 2013 valuation are as follows:

#### Future Service Pay

April 2014 to March 2015	14.1% of pensionable pay
April 2015 to March 2016	14.1% of pensionable pay
April 2016 to March 2017	14.1% of pensionable pay

#### Past Service Deficit

April 2014 to March 2015	£1.286 million
April 2015 to March 2016	£1.332 million
April 2016 to March 2017	£1.393 million

The estimated value of employer contributions for 2015-16 is £3.319m.

The estimated asset allocation as at 31 March 2015 is as follows:

Asset Share	2013-14		2014-15	
	£'000	%	£'000	%
Equities	25,315	26	26,104	25
Overseas Equities	33,104	34	36,530	34
Infrastructure	1,947	2	2,935	3
Gilts	6,816	7	6,738	6
Other Bonds	4,868	5	3,682	3
Property	8,763	9	10,585	10
Cash	1,947	2	1,825	2
Target Return Portfolio	14,605	15	15,615	15
Alternative assets	0	0	1,883	2
<b>Total</b>	<b>97,365</b>	<b>100</b>	<b>105,897</b>	<b>100</b>

## NOTES TO THE FINANCIAL STATEMENTS

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

	2013-14	2014-15
Discount rate for scheme liabilities	4.4% pa	3.3% pa
Discount rate for pension cost	4.4% pa	3.3% pa
Rate of increase in salaries	4.6% pa	4.2% pa
Rate of increase in pensions in payment	2.8% pa	2.4% pa
Rate of increase in deferred pensions	2.8% pa	2.4% pa
Rate of inflation - RPI	3.6% pa	3.2% pa
- CPI	2.8% pa	2.4% pa
<i>Mortality assumptions</i>		
Longevity at 65 – current pensioners		
Men	22.7	22.8
Women	26.0	26.1
Longevity at 65 – future pensioners		
Men	24.9	25.1
Women	28.3	28.4
Avg long term expected rate of return		
Conversion of pension into lump sum		
Pre April 2008 permitted amount	50%	50%
Post April 2008 permitted amount	50%	50%

The expected rate of return and the interest cost has been replaced with a single net interest cost, which effectively sets the expected return equal to the discount rate.

### Actual Return on Fund Assets

Actual return on fund assets for 2014-15 was £10.307m (£4.374m 2013-14).

### Transactions Relating to Post-employment Benefits

The cost of retirement benefits is reported in the cost of services when they are earned by employees, rather than when the benefits are actually paid as pensions. However, the charge the Council is required to make against council tax is based on the cash payable in the year, so the real cost of post-employment benefits is reversed out via the Movement in Reserves Statement as follows:

CIES	2013-14 £m	2014-15 £m
<i>Net Services Cost</i>		
Current Service Cost	3.908	3.516
Loss / (gain) on curtailment (Gain)/Loss from settlements – re transfer of staff to Strata	0.211 0	0.447 0.349
<i>Other Operating Expenditure</i>		
Administration expenses	0.053	0.055
<i>Financing and Investment Income and Expenditure</i>		
Net interest on the defined liability (asset)	<u>3.251</u>	<u>3.263</u>
	<b>7.423</b>	<b>7.630</b>
<b>Movement in Reserves Statement</b>		
Reversal of net charges	(7.423)	(7.630)
Employers contributions	3.700	3.755

## NOTES TO THE FINANCIAL STATEMENTS

### Reconciliation of the Movements in the Fair Value of Scheme Assets:

	2013-14	2014-15
	(£m)	(£m)
Opening fair value of assets	94.848	97.365
Opening fair value of Strata assets	0	1.643
Interest income	4.221	4.243
Remeasurement gains / (loss)	0.491	6.064
Administration expenses	(0.053)	(0.055)
Contributions by the employer	3.293	3.683
Contributions by participants	0.907	0.920
Net benefits paid out	(6.342)	(6.626)
Settlement prices received / (paid) – re staff transferred to Strata	0	(1.340)
<b>Closing fair value of assets</b>	<b>97.365</b>	<b>105.897</b>

### Reconciliation of the Present Value of Scheme Liabilities (Defined Benefit Obligation):

	2013-14	2014-15
	(£m)	(£m)
Opening present value of liabilities	168.586	172.895
Opening present value of Strata liabilities	0	2.779
Current service cost	3.908	3.516
Interest cost	7.472	7.507
Contributions by participants	0.907	0.919
<i>Remeasurement (gains) and losses:</i>		
Change in demographic assumptions	0.995	0.00
Change in financial assumptions	6.206	23.074
Experience loss(gain)	(9.048)	0.051
Benefits paid out	(6.059)	(6.346)
Past service cost, including curtailments	0.211	0.447
Liabilities assumed / (extinguished) on settlements – re staff transferred to Strata	0	(2.127)
Unfunded pension payments	<u>(0.283)</u>	<u>(0.280)</u>
<b>Closing present value of liabilities</b>	<b><u>172.895</u></b>	<b><u>202.435</u></b>

## NOTES TO THE FINANCIAL STATEMENTS

Pension Assets and Liabilities Recognised in the Balance Sheet:

	2013-14	2014-15
	(£m)	(£m)
Present value of defined benefit obligations	172.895	202.435
Fair Value of Scheme Assets	<u>(97.365)</u>	<u>(105.897)</u>
<b>Net Liability in Balance Sheet</b>	<b>75.530</b>	<b>96.538</b>

The sensitivity analysis below sets out the impact on the defined benefit obligations for each change while all other assumptions remain constant:

	Increase in assumption	Decrease in assumption
	(£m)	(£m)
Longevity +/- 1 year	195.358	209.576
Salaries +/- 1%	202.917	201.956
Pensions +/- 1%	205.656	199.274
Discount rate +/- 1%	198.830	206.108

## NOTES TO THE FINANCIAL STATEMENTS

### 39. 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 1.4.14	Expenditure	Income	Value of fund at 31.3.15
	£'000	£'000	£'000	£'000
Reynolds Chard Bequest	361	0	12	373
Veitch Bequest	21	0	0	21
Dorothy Holman Trust	40	0	0	40
Bowling Green Marshes	(1)	0	1	0
Topsham Recreation Ground	17	0	0	17
	<b>438</b>	<b>0</b>	<b>13</b>	<b>451</b>



## NOTES TO THE FINANCIAL STATEMENTS

### 40. 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 24 February 2015.

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 £4 million for up to 364 days, Foreign institutions that deal in Sterling and are rated F1+ have a maximum investment of £3 million for up to 180 days, whilst the lowest rating the Council will accept (F1 and P-1) have a maximum investment of £3 million for up to 90 days. For two major UK clearing banks Barclays and Nationwide, which are rated F1 and P-1 (£3 million can be invested for up to 90 days). Up to £5 million can be invested in a money market fund.

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**

	<b>Amount at 31/03/2015</b>	<b>Historical experience of default</b>	<b>Historic experience adjusted for market conditions at 31/03/2015</b>	<b>Estimated maximum exposure to default and uncollectability</b>
	<b>£'000</b>	<b>%</b>	<b>%</b>	<b>£'000</b>
Deposits with banks and other financial institutions	429	4.3	5	21
Trade and other Receivables – Sundry Debt	7,628	10	15	1,144
Other statutory debts	379	10	15	57
<b>Total</b>	<b>8,436</b>			<b>1,222</b>

## 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 £6.703m sundry debt in Note 17, some £4.011m is invoiced debt. £2.859m of this invoiced debt is past its due date for payment. The past due amount can be analysed by age as follows:

	£'000
30 days – 1 year	1,468
1 – 2 years	576
2 – 3 years	343
3 – 4 years	186
4 – 5 years	73
5 + years	213
<b>Total</b>	<b>2,859</b>

### 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 2015 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 March 2015 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 £110,000 over a year. In respect of the fixed term deposits of £3.5m an increase of 1% would have decreased the fair value by £35,000.

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 2015 and a foreign currency loss has been charged against the Comprehensive Income and Expenditure Statement. A 1% reduction in the value of the Kroner will mean a reduction of £4,220 in the value of the investments.

## NOTES TO THE FINANCIAL STATEMENTS

### 41. 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. A part payment of £88,830 was received in April 2014 in respect of this claim.

### 42. STATUTORY HARBOUR AUTHORITY

Exeter City Council is the harbour authority for the Exe Estuary.

An annual Statement of Account relating to harbour activities is required to be prepared, in accordance with the 1964 Harbours Act.

	2013-14	2014-15
	£'000	£'000
<b>Income</b>		
Fees and Charges	(76)	(71)
	<b>(76)</b>	<b>(71)</b>
<b>Expenditure</b>		
Employees	30	44
Premises	52	61
Supplies and Services	37	27
Transport	11	9
Support Services	22	8
Capital Charges	5	5
	<b>157</b>	<b>154</b>
<b>Net cost of Harbour Activities as included in the Comprehensive Income and Expenditure Statement</b>	<b>81</b>	<b>83</b>

## HRA INCOME & EXPENDITURE ACCOUNT

2013-2014		2014-2015	
£'000	Income	£'000	£'000
(18,177)	Dwelling rents	(19,257)	
(466)	Non dwelling rents	(473)	
(685)	Charges for services and facilities	(703)	
(129)	Supporting People Subsidy	(131)	
<b>(19,457)</b>	<b>Total Income</b>	<b>(20,564)</b>	
	<b>Expenditure</b>		
6,171	Repairs and maintenance	4,836	
3,548	Supervision and management	3,911	
22	Rents, rates, taxes and other charges	11	
4,326	Depreciation and impairment of non-current assets	2,487	
8	Debt management costs	8	
10	Increase/(decrease) in bad debt provision	68	
<b>14,085</b>	<b>Total Expenditure</b>	<b>11,321</b>	
<b>(5,372)</b>	<b>Net Cost of HRA Services as included in the Comprehensive Income and Expenditure Statement</b>	<b>(9,243)</b>	
163	HRA share of Corporate and Democratic Core		158
<b>(5,209)</b>	<b>Net Cost of HRA Services</b>		<b>(9,085)</b>

## HRA INCOME & EXPENDITURE ACCOUNT

2013-2014		2014-2015
£'000	<b>HRA share of the operating income and expenditure included in the Comprehensive Income and Expenditure Statement:</b>	£'000
(608)	(Gain) or loss on sale of HRA non-current assets	(808)
1,984	Interest payable and similar charges	1,986
(48)	Interest and investment income	(76)
199	Net interest on the net defined benefit liability (asset) and administration expenses	242
(122)	Capital grants and contributions receivable	(78)
<b>(3,804)</b>	<b>(Surplus )or deficit for the year on HRA services</b>	<b>(7,819)</b>

### Movement on the HRA Statement

2013-2014		2014-2015
£'000		£'000
(6,364)	Housing Revenue Account surplus brought forward	(6,067)
(3,804)	(Surplus) or deficit for the year on the HRA Income and Expenditure Account	(7,819)
4,101	Net additional amount required by statute to be debited or (credited) to the HRA balance for the year	6,022
<b>297</b>	(Increase) or decrease in the HRA Balance	<b>(1,797)</b>
<b>(6,067)</b>	<b>Housing Revenue Account surplus carried forward</b>	<b>(7,864)</b>

## HRA – NOTES TO THE ACCOUNT

### 1. HRA DWELLINGS

	Flats	Houses and Bungalows	Total
At 31 March 2014	2,603	2,409	5,012
At 31 March 2015	2,594	2,391	4,985

### 2. VACANT POSSESSION VALUE OF DWELLINGS

At 1 April 2015 the vacant possession value of the dwellings was £660.594 million, this compares to the tenanted market value in the Balance Sheet of £204.784 million. The difference of £455.810 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 the developments remain within the overall umbrella of the Housing Revenue Account, the costs and incomes arising from the developments are accounted for separately as part of their build costs were financed from borrowing. 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 2014-15 were as follows:

	2013-14	2014-15
	£'000	£'000
<u>Income</u>		
Balance at 1 April	2,270	3,794
Transfer from the HRA	2,333	2,487
	<u>4,603</u>	<u>6,281</u>
<u>Expenditure</u>		
Financing HRA Capital Expenditure		
Land	-	-
Houses	809	843
Other Property	-	223
	<u>809</u>	<u>1,066</u>
Balance at 31st March	<u>3,794</u>	<u>5,215</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 2014	197,718	3,859	196	1	1,290	609	203,673
At 31 March 2015	204,784	4,073	361	0	4,204	281	213,703

Within the valuation of Council dwellings as at 31 March 2015 of £204.784m, £103.727m was attributable to the value of land (2013/14 £100.068m) and £101.057m to buildings (2013/14 £97.650m).

The Balance Sheet valuation of garages has been restated, as at 31 March 2014, to reflect a change to their valuation basis in accordance with proper accounting practice. Please refer to Note 12 of the main financial statements for more details.

### 6. HRA CAPITAL EXPENDITURE

HRA capital expenditure amounted to £9.174 million during 2014-15 (£7.453 million 2013-14), the expenditure and sources of finance were as follows:

	Total Expenditure	Major Repairs Reserve	Sources of Finance			
			Revenue Contributions	Borrowing	Grants & Other Contributions	Capital Receipts
	£'000	£'000	£'000	£'000	£'000	£'000
Land						
Houses	8,951	843	5,339	0	79	2,690
Other Property	223	223	0	0	0	0
<b>Total</b>	<b>9,174</b>	<b>1,066</b>	<b>5,339</b>	<b>0</b>	<b>79</b>	<b>2,690</b>

## 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:

	2013-14 £'000	2014-15 £'000
Land	40	0
Dwellings	1,939	1,970
Repayment of discounts		7
	<u>1,979</u>	<u>1,977</u>
Less amount pooled	<u>(363)</u>	<u>(400)</u>
	1,616	1,577

### 8. DEPRECIATION & AMORTISATION

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

	2013-14 £'000	2014-15 £'000
Intangible assets	1	1
Operational assets		
Dwellings	2,286	2,385
Garages	14	52
Equipment	34	49
Depreciation and amortisation charged for the period	<u>2,335</u>	<u>2,487</u>
Less depreciation written off in respect of disposals	(10)	(8)
Less depreciation written off in respect of revaluations	(2,003)	(2,429)
Less depreciation written off in respect of impairments	(287)	0
Total depreciation and amortisation	35	50

### 9. RENT ARREARS

The rent arrears at 31 March 2015, amounted to £0.470m (31 March 2014, £0.339m) and the aggregate Balance Sheet provision in respect of uncollectable HRA debts is £0.239m (31 March 2014, £0.171m).

## 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.

2013-2014			2014-2015		
Council Tax £'000	NNDR £'000	Total £'000	Council Tax £'000	NNDR £'000	Total £'000
<b>Income from:</b>					
51,076	0	51,076	53,310	0	53,310
0	78	78	0	(959)	(959)
0	75,490	75,490	0	76,911	76,911
51,076	75,568	126,644	53,310	75,952	129,262
<b>Expenditure</b>					
Demands on the Fund by:					
5,510	0	5,510	5,734	0	5,734
2,550	763	3,313	2,653	734	3,387
37,755	6,865	44,620	39,292	6,604	45,896
4,391	30,512	34,903	4,548	29,349	33,897
0	38,139	38,139	0	36,686	36,686
0	224	224	0	224	224
Exeter City Council Fund Transfer					
Bad and doubtful debts					
84	366	450	193	0	193
30	30	60	385	130	515
0	3,679	3,679	0	(802)	(802)
50,320	80,578	130,898	52,827	72,925	125,752
<b>(756)</b>	<b>5,010</b>	<b>4,254</b>	<b>(483)</b>	<b>(3,027)</b>	<b>(3,510)</b>
Add					
(273)	0	(273)	(1,029)	5,010	3,981
<b>(1,029)</b>	<b>5,010</b>	<b>3,981</b>	<b>(1,512)</b>	<b>1,983</b>	<b>471</b>
<b>Fund Balance c/f</b>					

## 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 2014/15 were :

Band	Dwellings	Less Discounts	Conversion Factor	Band D equivalents
A relief	19	7	5/9ths	7
A	9,532	3,881	6/9ths	3,789
B	13,966	3,464	7/9ths	8,200
C	12,494	2,052	8/9ths	9,309
D	7,361	778	9/9ths	6,596
E	3,550	255	11/9ths	4,033
F	1,596	107	13/9ths	2,154
G	806	37	15/9ths	1,288
H	26	1	18/9 <sup>ths</sup>	52
<b>Band D equivalent</b>				<b>35,428</b>
Less Hardship relief (Band D)				<u>(22)</u>
<b>Total Band D equivalent</b>				<b><u>35,406</u></b>
Collection rate @ 97%				<u>(1,062)</u>
<b>Tax base</b>				<b><u>34,344</u></b>

#### 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 (£185.867m at March 2015) multiplied by a uniform rate 48.2p (47.1p for those receiving small business relief) for 2014-2015.



**Exeter City Council**

# Annual Governance Statement

2014/15

### Scope of Responsibility

Exeter City Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Council 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.

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, including arrangements for the management of risk.

The 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. This statement explains how Exeter City Council has complied with the code and also meets the requirements of the Accounts and Audit (England) Regulations 2011, paragraph 4(3), which requires all relevant bodies to prepare an Annual Governance Statement.

The Code of Governance sets out the six principles of good governance and describes the arrangements the Council has put in place to meet each of these principles:

1. Creating and implementing a local vision
2. A common purpose for Members and Officers
3. Upholding high standards of conduct and behaviour
4. Taking informed and transparent decisions
5. Developing the capacity and capability to be effective
6. Ensuring robust public accountability

A copy of the Council's code is available on our website at

<http://www.exeter.gov.uk/Code>

## ANNUAL GOVERNANCE STATEMENT

### The Purpose of the Governance Framework

The governance framework comprises the systems and processes, and culture and values, by which the Authority is directed and controlled and its 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.

The 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 the Council's aims and objectives, but it seeks to provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on going process designed to identify, prioritise and manage the risks to the achievement of the Council's aims and objectives.

The governance framework has been in place at Exeter City Council for the year ended 31 March 2015 and up to the date of approval of the annual statement of accounts.

### The Governance Framework

The Council's Governance Framework addresses the way the Council is controlled and managed, both strategically and operationally, and how it will deliver its services. The Framework recognises that the Council's business is focussed upon its corporate priorities and seeks to facilitate delivery to our local communities of the goals set out in the Corporate Plan. The structures and processes, risk management and other internal control systems, such as standards of conduct, form part of this Framework, which is about managing the barriers to achieving the Council's objectives.

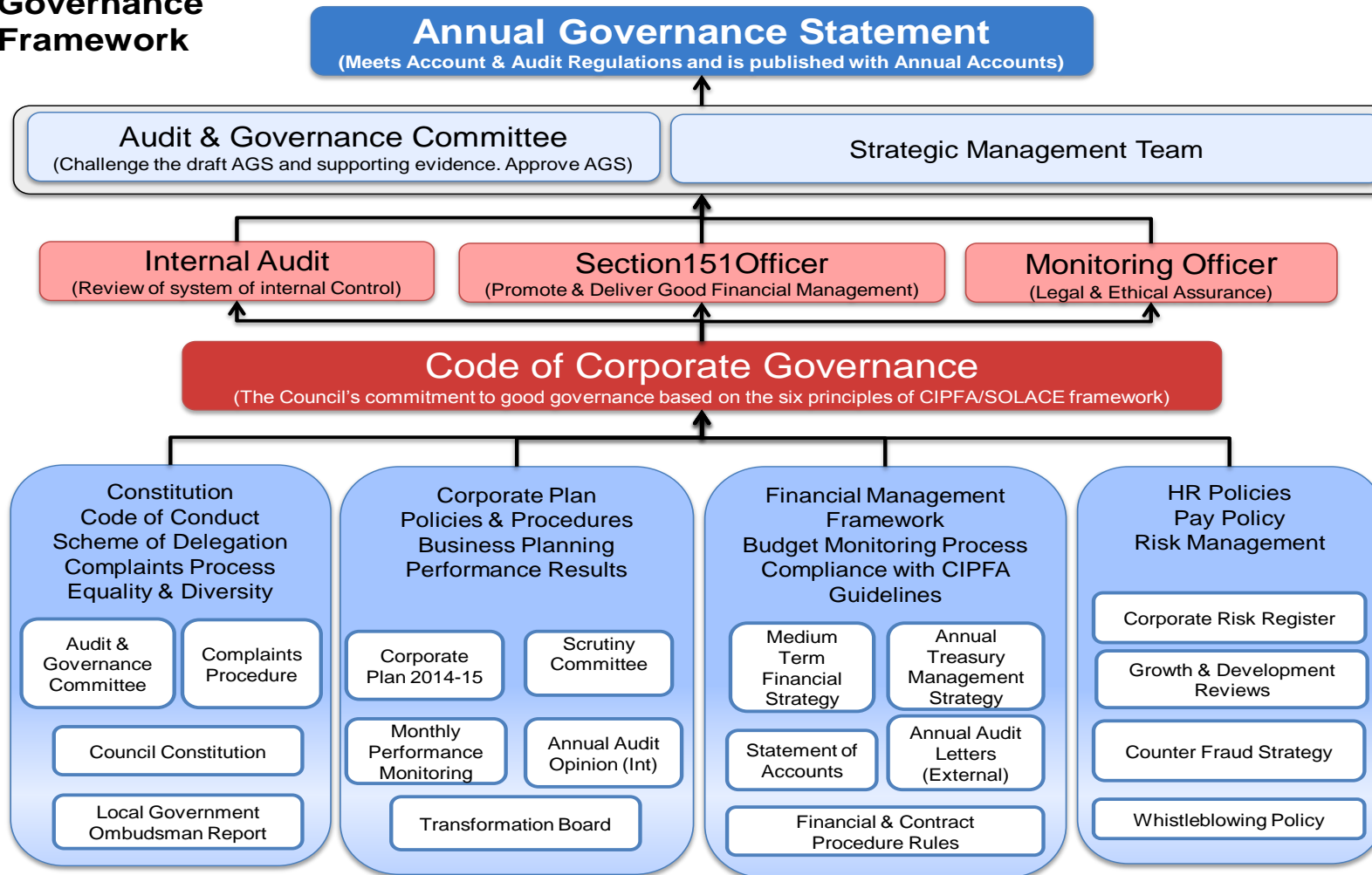
The local Code of Corporate Governance is reviewed annually through the Audit and Governance Committee. This last happened on 11 March 2015 and will be reviewed on 9 March 2016. Members and senior officers are responsible for putting in place proper arrangements for the governance of the Council's affairs and the stewardship of the resources at its disposal. This task is managed by the Strategic Management Team (SMT) which comprises the Chief Executive and Growth Director, Deputy Chief Executive, Assistant Directors, Corporate Managers and a Business Manager.

The Council has designed systems and processes to regulate, monitor and control its activities in order to achieve its vision and objectives. The Code of Corporate Governance sets out the controls in full.

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**ANNUAL GOVERNANCE STATEMENT**

**Governance Framework**





## ANNUAL GOVERNANCE STATEMENT

### Review of Effectiveness

Exeter 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:

- ✓ the work of the Strategic Management Team who have responsibility for the development and maintenance of the governance environment;
- ✓ the Audit Manager's annual report;
- ✓ comments made by the external auditors and other review agencies and inspectorates; and
- ✓ the Audit & Governance Committee review the elements of the governance framework that are in place and to ensure that it is effective complies with the 6 principles. They also reviewed the system of internal audit and concluded it was effective and remained a key source of assurance for the Council in 2014/15.

The Council's Monitoring Officer has a legal responsibility to look into matters of potential unlawfulness within the Council. The role is undertaken by the Corporate Manager Legal who attends every Full Council Meeting along with the Section 151 Officer, who is responsible for ensuring that all expenditure approved is legal.

Other key officers have also been consulted for their views on the standards of governance within the Council – specifically the

- ✓ Section 151 Officer,
- ✓ Monitoring Officer and
- ✓ Internal Audit Manager.

The Audit & Governance Committee has monitored standards of conduct of Members and advised the Council on probity issues. Changes to, and entries made in the Register of Members' Interests were reviewed by the Monitoring Officer.

The Performance Management Framework has improved during the year. Monitoring information on key areas of performance has been provided to the Strategic Management Team for review and action, with key issues reported to the Transformation Board. Budget monitoring reports have been presented to all three Scrutiny Committees along with the Executive.

The Constitution is reviewed regularly to ensure it is up to date, and reflects best practice and legal requirements. The Monitoring Officer last reviewed Standing Orders during 2013-14. The Constitution is approved by Full Council.

In 2014/15 the Council responded to 213 customer complaints. All complaints were responded to by the relevant Assistant Director or Corporate Manager so that any issues identified could be actioned.

Review of Effectiveness

The Audit & Governance Committee have undertaken a self-assessment in accordance with The CIPFA publication '*Audit Committees: Practical Guidance for Local Authorities*' to evaluate its performance against the responsibilities set out in the terms of reference and to demonstrate the Council's commitment to improving its governance. One area for improvement was identified.

Internal Audit undertook a risk management 'health check' against the 'Alarm National Performance Model for Risk Management in Public Services' in order to assess the Council's current risk management maturity level and the results of this have been reported to the Audit and Governance Committee. There has also been a major review of risk in respect of the Council's key project – the leisure complex

All key systems were audited in 2014/15 and a total of 24 audit reports were provided to management and the Audit & Governance Committee.

In September 2014 the Council's external auditor (Grant Thornton) provided the Council with an unqualified opinion on the Council's accounts within their Annual Audit letter and an unqualified value for money opinion has been received

Based on the assurance work undertaken by Internal Audit, the Audit Manager has provided an opinion on the adequacy of the control environment which concluded that the key systems are operating soundly and that there are no fundamental breakdowns of controls resulting in material discrepancy. It should, however, be noted that all risks of failure cannot be eliminated, and the assurance given is therefore reasonable and not absolute. Isolated areas in which controls were below the required standard are reported initially to the relevant Assistant Director who ensures prompt corrective action is taken, and ultimately to the Audit and Governance Committee who monitor progress with improvements via follow up reports from Internal Audit.

In the 2013/14 Annual Governance Statement, seven key issues were identified, which are set out along with the action taken.

- The Code of Corporate Governance required updating – completed.
- Internal audit identified some data quality issues – managers have been reminded.
- Separation of duties risk – ongoing review.
- Debtors requires significant improvement – ongoing.
- No service operational risk registers in place – an operational risk register is currently being populated.
- No protocol for partnership working – ongoing.
- Although under review, the Council does not have an agreed Business Continuity process in place - ongoing.

## ANNUAL GOVERNANCE STATEMENT

### Significant Governance Issues

This Statement is intended to provide reasonable assurance. It is stressed that no system of control can provide absolute assurance against material misstatement or loss. In concluding this overview of the Council's governance arrangements, six issues have been identified that need to be addressed to ensure continuous improvement in the Governance Framework. The aim is to address these weaknesses during the 2014/15 financial year, by way of an action plan for improving the governance framework and system of internal control. This will be subject to regular monitoring by the Committee.

Issue No.	Issue Identified	Summary of Action Proposed
1	Risk of Fraud – the risk of fraud is a continual threat to any organisation and all managers and employees need to be proactive in preventing fraud.	Promote the Counter Fraud Strategy and Counter fraud Leaflet via City News. Provide Fraud statistics to staff and follow up all allegations.
2	Housing Benefit Data Quality – due to the reduction in quality control checks on housing benefit assessments there has been an increase in the error rate and this has a potential significant impact on the Housing Benefit subsidy received from Government.	Increased checking resources have been re-introduced into the Service.
3	Business continuity – Although reported last year this area is still under review and the Council does not have an agreed Business Continuity process in place leaving the Council at risk of service delivery failure in the event of an incident.	The Council, with support from Zurich Municipal is developing a detailed Business Continuity Plan. Work is continuing in 2015-16.
4	Partnership Working Protocol - the Council currently does not have a protocol for partnership working, as reported in our annual report last year.	It has been agreed that this will be a priority for the Policy Unit. However the work is still continuing and not yet complete.

## ANNUAL GOVERNANCE STATEMENT

### Significant Governance Issues

Issue No.	Issue Identified	Summary of Action Proposed
5	Shared ICT Service – due to the lack of clarity regarding responsibility for providing assurance of internal controls for Strata it is difficult provide any form of opinion relating to the Council's ICT service.	Devon Audit Partnership will be providing an internal audit function to Strata, which is intended to provide the assurance required by our own internal audit function.
6	Separation of Duties – with considerable changes to the structure of the Council as it transforms the way in which services are delivered; separation of duties continues to be an area of concern. There is a risk that inadequate separation of duties could weaken the system of internal control, resulting in an increased risk of irregularities, errors and fraud.	Managers will continue to review the arrangements for separation of duties as a matter of course. No fundamental weaknesses have yet been identified.

**ANNUAL GOVERNANCE STATEMENT**

**Approval of the Annual Governance Statement**

Through the action referred to on the previous page, we propose over the coming year to address the issues that have been identified, with a view to further enhancing our governance arrangements. These steps will identify improvements that are needed and we will monitor their implementation and operation as part of our next annual review.

**Signed:** ..... **Date:** .....

Councillor Natalie Vizard  
**Chair of Audit & Governance Committee**

**Signed:** ..... **Date:** .....

Dave Hodgson CPFA  
**Assistant Director Finance & Section 151 Officer**

**Signed:** ..... **Date:** .....

Councillor Pete Edwards  
**Leader of the Council**

**Signed:** ..... **Date:** .....

Karime Hassan  
**Chief Executive & Growth Director**

**AUDITORS REPORT**

**AUDITORS REPORT**

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**AUDITORS REPORT**



**AUDITORS REPORT**

## GLOSSARY OF TERMS

<b>Accounting Period</b>	The period of time covered by the accounts, normally a period of twelve months, commencing on 1 April for local authority accounts.	<b>Balances</b>	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.
<b>Accounts</b>	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.	<b>Budget</b>	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.
<b>Accruals</b>	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.	<b>Capital Financing</b>	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.
<b>Actual</b>	Actual, as opposed to budget, expenditure and income directly attributable to an accounting period, generally referred to as actuals.		
<b>Audit</b>	An independent examination of an organisation's activities, either by internal audit or the organisations external auditor.		

## GLOSSARY OF TERMS

<b>Capital Grants</b>	Government grant towards capital expenditure on a specific service or project.	<b>Debtor</b>	An amount due to an organisation within the accounting period not received at the balance sheet date.
<b>Collection Fund</b>	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, Police and Crime Commissioner for Devon and Cornwall, Devon & Somerset Fire and Rescue Service and Exeter City Council.	<b>Deferred Liabilities</b>	This represents the liability for principal repayments on finance leases.
<b>Contingent Liability</b>	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.	<b>Depreciation</b>	The theoretical loss in value of an asset, owing to age, wear and tear, deterioration, or obsolescence.
<b>Creditor</b>	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.	<b>Employee Costs</b>	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.
<b>Current Assets</b>	Assets that can be expected to be consumed or realised during the next accounting period.	<b>Final Accounts</b>	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.
<b>Current Liabilities</b>	Amounts that will become due or could be called upon during the next accounting period.		

## GLOSSARY OF TERMS

<b>Finance Lease</b>	A lease that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee.	<b>Non-Current Assets</b>	Assets that can be expected to be of use or benefit to the Authority in providing its service for more than one accounting period.
<b>Financial Year</b>	The local authority financial year commences 1 April and finishes 31 March the following year.	<b>Operating Lease</b>	A lease under which ownership of the asset remains with the lessor; for practical purposes it is equivalent to contract hiring.
<b>Government Grants</b>	Payments by central government towards local authority expenditure. They must be specific e.g. Housing Benefits, or general e.g. Revenue Support Grant.	<b>Precepts</b>	The amount that a Precepting Authority (e.g. a County Council) requires from a Charging Authority to meet its expenditure requirements.
<b>Interest</b>	An amount received or paid for the use of a sum of money when it is invested or borrowed.	<b>Revenue Expenditure Financed by Capital under Statute</b>	Expenditure which has been legally capitalised but which does not produce a fixed asset for the council, e.g. renovation grants for homeowners.
<b>Inventories</b>	Items of raw materials and stores an authority has procured to use on a continuing basis which it has not used.	<b>Revenue Support Grant</b>	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.
<b>Minimum Revenue Provision</b>	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.		
<b>National Non Domestic Rates (NNDR)</b>	NNDR is also referred to as business rates; it is a tax on the occupation of non-domestic property. Authorities can voluntarily form a business rate retention pool, where all authorities in the pool can benefit from keeping a proportion of business rate revenue as well as growth on the revenue that is generated in their area to spend on local services.		

## 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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