Public Document Pack

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A meeting of **Corporate Governance & Audit Committee** will be held in Committee Room 1 - EPH on **Tuesday 29 September 2015** at **9.30 am**

MEMBERS: Mrs P Tull (Chairman), Mr G Hicks (Vice-Chairman), Mr G Barrett, Mr I Curbishley, Mr T Dempster, Mrs N Graves, Mrs P Hardwick, Mr F Hobbs, Mr P Jarvis and Mr S Morley

SUPPLEMENT TO AGENDA

7 **Statement of Accounts (Audited)** (Pages 1 - 107)
To consider and adopt the audited Statement of Accounts for the year ended 31 March 2015 and to agree the Letter of Management Representation.

The report and appendices are attached.
(Note: The appendices to this report are being circulated as separate documents to members of the committee and senior officers only. It may be viewed on the Council's website at http://chichester.moderngov.co.uk/ieListDocuments.aspx?CId=130&MId=321&Ver=4.)

Chichester District Council

CORPORATE GOVERNANCE AND AUDIT COMMITTEE 29 September 2015

Statement of Accounts for 2014-15

1. Contact(s)

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2. Recommendation

2.1. That the Committee consider the audited Statement of Accounts shown in Appendix 1 for the financial year ended 31 March 2015, and note the audit outturn position.

3. Main Report

3.1. Introduction

3.1.1 The Accounts and Audit Regulations 2011 set out the requirements for the production and publication of the annual Statement of Accounts. These regulations require that the following procedures are adhered to for the approval and publication of the annual accounts:

- No later than 30 June following the financial year end the responsible financial officer must certify the annual accounts before they are passed to the auditor.
- The responsible financial officer must re-certify the presentation of the annual accounts after the audit is completed and before member approval is given.
- The annual accounts must be published with the audit opinion and certificate, and before must have been approved by members. The Council must also secure approval and publication by no later than 30 September.

3.1.2 The Head of Finance and Governance Services, the Council's responsible financial officer, certified the draft Statement of Accounts as authorised for issue on 30 June 2015. The draft statements were then passed to the Council's external auditors, Ernst & Young LLP. The draft Statement of Accounts were also placed on deposit for public inspection for the period 6 July 2015 to 31 July 2015.

3.1.3 Ernst & Young LLP performed their audit during July to September 2015. Finance officers met with the Audit Manager during the audit period to address issues and agree any changes that were highlighted during the audit. The Head of Finance and Governance Services re-certified the audited Statement of accounts on 21 September 2015. It is anticipated that the external auditors will issue their unqualified opinion on the accounts on 30 September 2015. The Audit Manager will be presenting his audit findings to this committee ahead of this report.

3.2. The Statement of Accounts

3.2.1 The Statement of Accounts, as defined in the regulations and specified in the relevant sections of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Accounting Code of Practice comprises:

- An explanatory foreword
- Statement of Responsibilities for the Statement of Accounts
- The accounting statements
- A statement of accounting policies
- Notes to the accounts.

The Council's draft accounts for consideration are attached in Appendix 1.

3.3. The Accounting Statements

3.3.1 The Comprehensive Income and Expenditure Statement (CIES) provides a summary of the resources generated and consumed by the Council in the year that have contributed to the changes in resources shown in the Movement in Reserves Statement.

3.3.2 The format and headings disclosed within the CIES are prescribed by CIPFA in the Service Reporting Code of Practice (SeRCOP) and The Code of Practice on Local Authority Accounting in the United Kingdom. All local councils must follow these Codes to enable direct comparisons to be made of the accounting information across local authorities. To assist members understanding of the services included under each of the SeRCOP headings within the Cost of Services section of the statement, Appendix 2 provides a more detailed financial analysis using more familiar service headings.

3.3.3 The Movement in Reserves Statement shows the movement in the year on the different reserves held by the council, analysed into those reserves that can be used to fund expenditure or reduce council tax 'Usable Reserves', and other reserves 'Unusable Reserves'.

3.3.4 The Balance Sheet sets out all the Council's assets and liabilities at the end of the financial year. The statement shows the balances and reserves at the Council's disposal, its long-term indebtedness and assets employed in its operations, together with summarised information on the assets held.

3.3.5 The Cash Flow Statement shows the changes in cash and cash equivalents of the council during the year and how the movements in cash resources have been reflected in cash flows.

3.3.6 The Collection Fund is an agent's statement that reflects the council's statutory requirement as a billing authority to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection of council tax and national non-domestic rates (NNDR) from taxpayers and its distribution to precepting bodies. For council tax, the precepting bodies are the District Council, Parish Councils, West Sussex County Council, and the Police and Crime Commissioner for Sussex.

From 1 April 2013, the regime around the income that local councils collect from NNDR changed from one where the council collects purely on behalf of central government, to one where this income is shared between central government, the local council and other major precepting bodies (such as West Sussex County Council in Chichester's case). The main aim of the scheme, known as the Business Rates Retention scheme, is to give councils a greater incentive to grow businesses in their area. It does however also increase the financial risk due to non-collection and the volatility of the NNDR aggregate rateable value.

The scheme allows the council to retain a proportion of the total NNDR received. Notionally Chichester's share is 40% with the remainder being paid to central government (50% share) and West Sussex County Council (10% share). However, a complicated mechanism of tariffs and levies means that this Council's share of NNDR from day one of localisation is just 5% of the amount collected, and will retain 20% of any growth thereafter.

The Collection Fund is incorporated in the Balance Sheet and the Cash Flow Statement.

A council tax collection rate of 98.1% was achieved in 2014-15, which compares with a collection rate of 98.1% in 2013-14. For business rates, a collection rate of 98.8% was achieved for the year compared to 98.0% in 2013-14.

3.3.7 The Statement of Responsibilities for the Statement of Accounts details the respective responsibilities of the Head of Finance and Governance Services and the Council.

3.3.8 Further interpretation of the accounts highlighting key issues is contained within the explanatory foreword of the Statement of Accounts.

3.4. Analysis of the 2014-15 General Fund position

3.4.1 The audited outturn position on the General Fund for 2014-15 is a surplus of £1,820,660 that is transferred to the General Fund Balance.

3.4.2 The main variances between the General Fund original budget and the outturn position in 2014-15 is as follows:-

Ref		£'000
	Underspends / Additional Income	
d	Revenues and Housing Benefits	(579)
e	Business Rates Retention Scheme	(470)
i	Planning Service	(345)
b	Chichester Contract Services activities	(229)
a	Car parks	(116)
f	Government grants	(103)
n	Information Communications Technology	(93)
l	Estates Income	(82)
q	Community Careline	(70)
j	Building Control	(66)
m	Business Improvement	(59)
c	Emergency Planning	(46)
o	Democratic Representation	(40)
g	Audit Services	(19)
k	Approved Management restructure	(19)
	Minor variations	(46)
		(2,361)
	Overspend / Shortfall of Income	
h	Provisions raised during the year	458
p	Leisure Centres	104
		562
	Total variance	(1,820)

3.4.3 The following paragraphs provide an explanation for the main variances by Cabinet Member responsibility:

Commercial Services

a) Car Parks – A surplus of income & decrease in costs £115,600

For 2014-15, Car park income was estimated to be some £5.3m providing a budgeted net surplus of £3.2m on the Car Parks service. This net surplus has been exceeded by 3.6% mainly due to:

- Higher than expected income of £49,700 due to increased demand within the car parks and an increase in Pay and Display and Season Ticket charges within car parks. An additional 337 Penalty Charge Notices were issued during the financial year, with a corresponding reduction in the percentage of Penalty Charge Notices being cancelled (from 16% in the year previously to 9% in 2014-15).

- Equipment savings of £20,600 due to equipment being replaced through the asset replacement programme and a requirement to save on the base budget as part of the Parking Services Review; with the 2015-16 budget being reduced accordingly.
- Contract payments and maintenance agreements have been reviewed resulting in savings of £55,200. A sum of £20,000 has already been removed from the 2015-16 base budget and further recurring savings will be reflected in the 2016-17 base budget.

Environment

b) Chichester Contract Services (CCS) – A surplus of income & decrease in costs £229,500:
During 2014-15, Chichester Contract Services (CCS) has continued to identify operational efficiency savings and has also generated additional income from the services that it provides. The increased operating surplus is generated from the following significant variations:

i. Savings on vehicle maintenance as a result of the introduction of new vehicles. Costs are expected to increase with fleet age. (-£33,600);
ii. Fuel savings have been achieved due to a reduction in the number of fleet vehicles, the new fleet being more fuel efficient and a fall in fuel price. (-£75,400);
iii. Grounds maintenance equipment and materials savings. The grass cutting contract was increased in order to reduce the service's requirement for new mowers which resulted in a £10,000 saving. Sustainable planting that was introduced in 2013-14 has proven successful, resulting in savings on bedding plants in 2014-15. Other equipment expenditure was put on hold pending the results of hand arm vibration testing, which has now been completed. The testing has highlighted the need to replace a number of items. (-£23,700);
iv. Income generated from the delivery of waste and recycling bins. (-£28,500);
v. Tree maintenance works required was much lower than expected and the carry forward from 2013-14 not fully utilised. This work was also completed in house for the first time. (-£20,300);
vi. Vehicle workshops vacancy savings. MOT carried out by existing staff. Current demand does not warrant appointment of a dedicated tester. (-£32,000);
vii. Vehicle workshops equipment replacement lower than anticipated due to new items being purchased as part of the insurance claim for the depot fire. Equipment budget is now incorporated into asset replacement programme (-16,000).

Of the total operating surplus achieved during 2014-15, some £86,200 is recurring and has already been reflected in the base budget for 2015-16.

c) Emergency Planning – A decrease in costs of £45,800:
A post remained vacant throughout the year. With effect from April 2015 a post is now shared with Arun District Council.

Finance and Governance

d) Revenues and Housing Benefits – A decrease in costs of £579,300:
There have been several significant variances within the revenues and housing benefits functions during 2014-15, they include the following:

- The receipt of a higher rate of housing benefit subsidy than was budgeted for has meant additional income of £30,500, representing a variation of 0.08% on the £37.4m of gross expenditure.

- The value of housing benefit overpayments identified during the year has exceeded the budgeted estimate by £349,700. This increase is mainly as a result of a RTI (Real Time Information) exercise which matched HMRC records with DWP benefit records. Over £300,000 was identified solely as a result of this exercise which will continue into the 2015-16 financial year.
- The funding mechanism for discretionary rate relief has now transferred in full to the Business Rate Retention Scheme, meaning this budget of £45,900 was not required. This saving has been reflected in the 2015-16 base budget.
- As far as possible all mail is now sent using Printed Postage Impression envelopes instead of franking the mail. During 2014/15 86% of PPI mail sent out met the Royal Mail standards for postal discounts and resulted in a £30,000 saving overall.
- Staffing underspend of £58,000, primarily from staff vacancies across Benefits and Council Tax teams, and also a post being held vacant to fund external support when required. Reduced hours of fraud team, to be restructured in 2015-16 in preparation for transfer of Fraud team to DWP in December 2015.
- Reduced team printing and stationary costs due to embracing new ways of working saving £31,500.
- The facility to pay council tax over 12 monthly instalments and the rescheduling of the recovery programme for 2014-15 has contributed to a reduction in summons issued and savings on court costs of £14.800.
- Additional £19,000 Council Tax Subsidy received relating to 2013-14 that resulted from the final claim.

e) Business Rates Retention Scheme – Additional income of £470,000:
The Business Rates Retention Scheme was introduced from 1 April 2013. Since this date the income that the Council collects from business rates is shared between central government, the district council and the county council.

For Chichester the local share is 40%. The remainder is distributed to the other preceptors; central government (50%) and West Sussex County Council (10%).

As part of the Scheme, the government set a business rates baseline for each authority identifying the expected level of retained business rates and a top up or tariff amount to ensure that all authorities receive their baseline funding amount. Tariffs payable to Central Government are used to pay the tops ups to those authorities who do not receive their baseline funding amount. In respect of Chichester, the business rates baseline was set at £17,020m, and the council was required to make a tariff payment of £15.014m from its General Fund in 2014-15. The net result is a business rates funding amount of £2.006m. Any business rates generated above the council's baseline funding amount is shared equally between central government and the council.

In addition to the top up, a safety net figure is calculated at 92.5% of the baseline funding amount which ensures that authorities are protected to this level of business rates income. The safety net figure for Chichester is £1.855m. The council did not qualify for a safety net payment in 2014-15.

The aim of the scheme is to give councils an incentive to grow businesses in their area but also increases the financial risk due to the volatility and non-collection of business rates. It was for these reasons that when the 2014-15 base budget was set, the council took the decision to budget at the safety net level of £1.855m.

For 2014-15, the council's share of retained business rates has exceeded the baseline funding amount of £2.006m by £488k. The council is required under the scheme to pay 50% of this sum to central government in the form of a levy, resulting in an additional £244k being retained locally. In addition, governments grants received under the Scheme that are not subject to the levy calculation resulted in additional income of some £30k. The Council also received an additional sum of £45k relating to business rates from renewable energy schemes that are disregarded under the Scheme. The impact of these transactions results in £2.325m of business rates funding for 2014-15 which is £470k higher than the budget estimate of £1.855m.

f) Government Grants – Additional income of £102,900:
The Council has received a number of non ringfenced government grants to compensate it for the impact of new burdens imposed on local authorities by the government. The most significant in monetary terms is £75k for the Localisation of Council Tax Support.

g) Audit Services Vacancy Saving – A decrease in costs of £18,500:
There have been a number of vacancies during the year. As of 1st April 2015 they are back up to full establishment.

h) Provisions raised during the year – An increase in costs of £457,800:
Adjustments to the various provisions held for debts owed to the Council, either because of a change in the value of the debt compared to 31st March 2014, or a change in the calculation to reflect a more appropriate value of provision based on the likelihood of the debt being repaid. The adjustments are as follows:

- Council tax and business rates court costs +£33,000
- Housing benefits +£252,200
- Housing Rents -£9,000

In addition, a provision of £181,600 has been made for a claim against the Council's former contractors for cash collection services.

Housing and Planning

i) Planning Services – A surplus of income & decrease in costs of £345,800:
This includes additional income of £428,100 as a result of an increase in the number of planning applications received of which £102,000 is to be carried forward for staffing and to appoint legal representation to defend appeals. A further £57,000 staff vacancy savings have been incurred that offset increased legal costs for appeals and advertising costing £37,300.

j) Building Control – A surplus of income & decrease in costs of £65,800:
This includes additional income of £10,400 as a result of an increase in the number of applications received. There was also a £55,400 underspend on Building Control staffing due to in year vacancies and a frozen post.

Leader

k) Approved Management Restructure – A decrease in costs of £19,500
The Deficit Reduction Plan includes the restructure of management and the review of several Council services. There were some vacancies during 2014-15 and these posts have now been filled.

Support Services

l) Estates Income – Additional income of £81,900:
Additional income has been received by the Estates service during 2014-15 from a variety of activities, the most significant one being £53,800 of rental income due to Quarry Lane from rent reviews.

m) Business Improvement – A decrease in costs of £59,100:
Services are continuously being reviewed for efficiencies and recurring savings will be reflected in the base budget.

- Staff vacancies across Public Relations, Customer Services Centre and Midhurst Area Office amount to -£29,700.
- The cost publication of the Council magazine has reduced saving -£12,700 net of sponsorship income.
- The Council has invested in support to staff through health at work referrals costing £17,500
- The letting of East Pallant House North wing has resulted in utility savings of -£34,200

n) Information Communication Technology – A decrease in costs of £93,600:
ICT support and maintenance agreements have been renegotiated resulting in savings of £130,700 during 2014-15 which have been reflected in the 2015-16 base budget. This saving has partly been used to offset the increased telecoms cost of £59,200 due to the delay in implementing the wide area network project. Vacancy savings and an underspend in professional fees amounts to £55,400 and £33,300 will be carried forward to deliver the service plan.

o) Democratic Representation – A decrease in costs of £40,300:
Cost of printing is lower than expected by £17,800. This could be increased further with the implementation of the new Modern.gov system and will be reviewed as part of the 2015-16 budget process. Other savings have been achieved through allowances, equipment and mileage of £22,500.

Wellbeing and Community Services

p) Leisure Centres – An increase in costs of £104,600:
This variance mainly relates to the new Grange Leisure Centre. The centre opened in March 2014 three months later than planned. Although the centre has achieved a direct debit membership of 744 at 31 March 2015, as a result of the delay in opening this was lower than the target of 800 members. The delay has also impacted on other income streams resulting in total income being under target by £72,100. It is however expected that the target will be exceeded in 2015-16.

As the Centre is a new building, a repairs budget of £16,100 was not required. However, the actual business rates payable were £49,800 higher than anticipated.

q) Community Careline – An increase in income of £70,300:
Increased income has been achieved from winning contracts and reviewing corporate client charges. As a consequence additional income has also been generated from peripherals and other services provided. The impact of this has reduced the net cost of the Careline Service from a budget of £141,000 to an outturn of £85,000.

3.4.4 The impact of these variations will be taken into account while monitoring and forecasting the 2015-16 budget, and will also be considered when the setting the 2016-17 base budget.

3.5. Pension Costs

3.4.1 An IFRS accounting standard (IAS19) requires Councils (and businesses) to disclose the deficits/surpluses in their pension funds on an annual basis and to include the deficit within the Balance sheet. This necessitates actuaries identifying the assets and liabilities of the respective institutions investing within the fund at a point in time basis i.e. what the value of Pension Fund investments were worth on 31 March. It should be noted that this is a snap shot of the pension fund on just one day and that equities and bond prices go up and down on a daily basis.

3.4.2 The IAS19 calculation shows a deficit of £16.537million at the 31 March 2015 (£9.459million deficit at 31 March 2014) which represents the difference between the assets that the Council has within the fund (equities, bonds, property and cash) which amount to £138.21million (£121.57m at 31 March 2014) while liabilities amount to £154.75million (£131.03m at 31 March 2014). In his report to the council, the actuary identifies falling real bond yields as the main reason for the increased Pension fund deficit. This has also affected the projected benefit cost for the next financial year.

3.4.3 The actual contributions payable by the Council are based on the Actuary's own assumptions in a valuation that is undertaken on a triennial basis. This valuation was last undertaken at 31 March 2013 and shows the council's share of the pension fund is currently funded to 99%. This takes a longer-term view of the pension fund rather than the annual adjustments required by IAS19.

3.6. Financial Strategy and Impact of the Recession

3.1.1 The Council's financial position remains strong relative to many local authorities. However, the Council will continue to face financial pressure for the foreseeable future.

3.1.2 Although the council has been able to achieve a balanced position over recent years, including the 2015-15 outturn and 2015-16 budget, further government reductions in our settlement are expected and we are planning for the impact of that, as well as other budgetary pressures over the next five year period. The council's financial plan, approved by members in 2014, sets out the key principles to aid the council to achieve and maintain a balanced budget in the future. This included adopting a more commercial approach to income. Additionally the financial plan includes a risk analysis of the major financial issues potentially impacting on the Council's finances over the next 5 years and beyond. In tandem with this the council has also approved a "Deficit Reduction Programme" in 2013 of £2.4m which identifies how the anticipated budget deficit will be met over the medium term. The combination of the delivery of the deficit reduction plan, which remains ahead of schedule, together with the commercialisation of our services and development of income generating schemes, means that the Council remains set to achieve a balanced budget over the medium term.

3.1.3 The Council continues to track national events, quantifying local impact and taking early action to manage those impacts. It is prudent for the Council to take proactive management and continue preparing resilient budgets for future years. The objective is to put the Council in the best possible position to deal with the financial issues it faces. It is important that the issues and the scale of the financial problem are understood and the Council is committed to finding solutions that minimise the impact on residents.

3.1.4 The issues currently facing the Council include:

Government Issues

- Level of Government Funding
- Specific Government Grants
- Localisation of Business Rates
- Localisation of Council Tax Support
- Council Tax Capping
- Welfare Reform

Economic Issues

- Low interest rates
- Competitive employment market
- Generally low inflation, but some contractual costs increasing.

Local Issues

- Income Streams
- Use of Reserves

3.1.5 It is standard practice to analyse previous year underspends when determining the forthcoming budget. Therefore the 2014-15 outturn position will be taken into account in the forthcoming annual budget process when preparing the 2016-17 detailed revenue estimates, although many recurring variances that were identified early in last year via budget monitoring have already been removed from the 2015-16 budget as detailed in the variance analysis above.

3.7. Outstanding Litigation and Claims

3.6.1 It is considered good practice to report to those charged with governance in respect of outstanding litigation and claims at the year end. A report on outstanding litigation and claims was reviewed by this Committee at its meeting in June. The report has been reviewed by officers and where required the financial impacts of such claims will have been reflected in the Council's

Statement of Accounts. The details of these claims are disclosed in Note 33 to the Statement of Accounts.

4. Appendix

Appendix 1 – Audited Statement of Accounts 2014-15
Appendix 2 – Analysis of Expenditure 2014-15

5. Background Papers - None

CHICHESTER DISTRICT COUNCIL

STATEMENT OF ACCOUNTS

2014-15

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Contents

Council Offices

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Email: finance@chichester.gov.uk

Website www.chichester.gov.uk

Facebook www.facebook.com/ChichesterDistrictCouncil

Twitter www.twitter.com/ChichesterDC

Council Officials

Chairman
Mr M Bell

Leader
Mrs H Caird

Deputy Leader
Mr M Cullen

Senior Leadership Team

Mrs D Shepherd, Chief Executive (Head of Paid Service)

Mr P Over, Executive Director of Support Services and the Economy

Mr S Carvell, Executive Director of Environment

Mr J Ward, Head of Finance and Governance Services and
Section 151 'Responsible Finance Officer'

Introduction

The Statement of Accounts provides information on how the council has used the financial resources available to it. The report is required by law and sets out in concise form various statutory and other relevant information. In accordance with the Council's commitment to openness, the Explanatory Foreword presents an overview to the Statement of the Accounts for 2014-15 and aims provide a more straightforward and clear explanation of often complex local government financial and accounting issues.

District Profile

Chichester District Council serves a population of some 114,500, in an area of some 300 square miles, from Selsey and the Witterings, along the southern coastal strip to Linchmere and Loxwood, north of the Downs. There are 67 parishes in the District and 48 elected members of the council. The administrative centre is in the city of Chichester, and there is an area office at Midhurst.

The Council's Political Structure

The council holds elections for all members once every four years. At 31 March 2015 there were 36 Conservatives, 8 Liberal Democrats, and 4 Independent Group. The latest elections to Chichester District Council were held in May 2015.

The council operates with a Cabinet, an Overview and Scrutiny Committee, a Planning Committee, and a Corporate Governance and Audit Committee.

The Cabinet is chaired by the Leader of the council. The Cabinet has executive decision making powers and generally meets monthly.

Although a number of areas of decision making are delegated to the Cabinet or to the Senior Leadership Team, the Full Council remains the ultimate decision making body of Chichester District Council. Each of the Cabinet members has an area of policy or portfolio for which they have responsibility. At the 31 March 2015, Cabinet Members and their responsibilities were:

Leader of the Council	Cllr. Heather Caird
Deputy Leader of the Council and Cabinet Member for Wellbeing and Community Services	Cllr. Eileen Lintell
Cabinet Member for Support Services	Cllr. Josef Ransley
Cabinet Member for Finance and Governance	Cllr. Tony Dignum
Cabinet Member for Housing and Planning	Cllr. Carol Purnell
Cabinet Member for Environment	Cllr. John Connor
Cabinet Member for Commercial Services	Cllr. Myles Cullen

Performance Management

1. Corporate Plan

The council agreed a new Corporate Plan in January 2015 that sets out the areas the council wants to focus on over the next five years. The Plan is reviewed annually to ensure that the key projects and measures are still relevant, important and are continuing to achieve the outcomes we set ourselves. Our priorities are:

- **Improve the provision of and access to suitable housing**
    - Increase the supply of suitable housing in the right location.
    - Housing is used effectively and is fit for purpose.
    - Ensure support is provided to those that need it.

- **Support our communities**
    - Provide support to communities and individuals who are vulnerable.
    - Work together to help people feel safe.
    - Help our communities to be healthy and active.

- **Manage our built and natural environments**
    - Promote quality development and recognise the importance of the natural environment.
    - Encourage sustainable living.
    - Maintain clean, pleasant and safe public places.
    - Support the provision of essential infrastructure.

- **Improve and support the local economy**
    - Promote quality development and recognise the importance of the natural environment.
    - Promote Chichester District as a visitor and cultural destination.
    - Promote the city and town centres as vibrant places to do business.

The Corporate Plan serves a number of purposes. As well as setting out the goals and objectives of the council, it acts as a public information document and a reference manual for councillors and staff alike. Individual services will then set out how they will contribute to achieving the high level objectives through their individual service plans and targets.

Performance is reviewed regularly to ensure that we are on target to achieving our objectives. The council's Corporate Management Team and the Overview and Scrutiny Committee monitor progress against the key projects, budgets and performance measures on a regular basis and take action where any activities are behind schedule or target. A report is also produced annually to highlight the key achievements.

2. Performance and continuous improvement

To help us track how well we are delivering our services to our customers we measure our key activities and set targets for improvement using performance indicators. Each service measures performance on a regular basis and quarterly Performance Indicator reports are published on the council's website on a quarterly basis.

We also publish an Annual Report detailing what we have achieved over the last year and our priority work areas for the coming year.

3. External Audit Opinion

The External Auditor's opinion on the Council's Statement of Accounts and his statutory conclusion on the Council's arrangements for securing economy, efficiency and effectiveness, is contained within their Audit Results Report (ARR). The ARR for 2014-15 was reported to the

Corporate Governance & Audit Committee along with the post audit Statement of Accounts, in September 2015. The ARR is published on the council's website alongside the audited Statement of Accounts.

Financial Strategy

The council's financial position remains strong relative to many local authorities. However, the Council faces increasing financial pressures for the foreseeable future.

Although the council has been able to achieve a balanced position over recent years, including the 2014-15 outturn and 2015-16 budget, further government reductions in our settlement are expected and we are planning for the impact of that, as well as other budgetary pressures over the next five year period. The council's financial plan, approved by members in 2014, sets out the key principles to aid the council to achieve and maintain a balanced budget in the future. This included adopting a more commercial approach to income. Additionally the financial plan includes a risk analysis of the major financial issues potentially impacting on the Council's finances over the next 5 years and beyond. In tandem with this the council has also approved a "Deficit Reduction Programme" in 2013 of £2.4m which identifies how the anticipated budget deficit will be met over the medium term. The combination of the delivery of the deficit reduction plan, which remains ahead of schedule, together with the commercialisation of our services and development of income generating schemes, means that the Council remains set to achieve a balanced budget over the medium term.

The Council continues to track national events, quantifying local impact and taking early action to manage those impacts. It is prudent for the Council to take proactive management and continue preparing resilient budgets for future years. The objective is to put the Council in the best possible position to deal with the financial issues it faces. It is important that the issues and the scale of the financial problem are understood and the Council is committed to finding solutions that minimise the impact on residents.

The issues currently facing the Council include:

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- Council Tax Capping
- Welfare Reform

Economic Issues

- Low Interest Rates
- Competitive employment market
- Generally low inflation, but some contractual costs increasing.

Local Issues

- Income Streams
- Use of Reserves

The Statement of Accounts

The accounts shown on the following pages have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2014-15 (the Code) issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) supported by the International Financial Reporting Standards (IFRS) and are in respect of the financial year ended 31 March 2015. The accounts consist of the following principal statements:-

Comprehensive Income and Expenditure Statement (pages 21-22)
This provides a summary of the resources generated and consumed by the council in the year that have contributed to the changes in resources shown in the Movement in Reserves Statement (MiRS).

The Balance Sheet (pages 23-24)
This sets out all the council's assets and liabilities at the end of the financial year. The statement shows the balances and reserves at the council's disposal, its long-term indebtedness and assets employed in its operations, together with summarised information on the assets held.

The Council's indebtedness for 2014-15 includes a new liability to repay a credit arrangement for the supply of Multi-function devices acquired to support New Ways of Working (NWOW). The arrangement has been assessed under the International Accounting Standard (IAS 17) for leases, as required by the Code, and been determined to constitute a finance lease. Accordingly, the assets acquired have been capitalised on the balance sheet alongside the liability to repay the principal value owed under the credit arrangement over a period of five years.

The recognition of the credit arrangement as resulting in capital expenditure requires a charge to the Comprehensive Income and Expenditure Statement (CIES) to finance the capital expenditure. This charge has been made as a Minimum Revenue provision (MRP) applied as a transfer to the Capital Adjustment Account within the adjustments between accounting basis and regulations (in the MiRS) in accordance with the Code. The Council's Accounting Policy for MRP has been adjusted to reflect the requirement to make a provision equal in value to the principal amount repaid to the supplier in each financial year. Additionally, interest charges and depreciation are borne by the CIES in accordance with the Council's accounting policies and practices.

The Movement in Reserves Statement (pages 25-26)
This statement shows the movement in the year on the different reserves held by the council, analysed into those reserves that can be used to fund expenditure or reduce council tax 'Usable Reserves', and 'Unusable Reserves'.

The Cash Flow Statement (page 27)
The Cash Flow Statement shows the changes in cash and cash equivalents of the council during the year and how the movements in cash resources have been reflected in cash flows.

The Collection Fund (pages 87-89)
The Collection Fund is an agent's statement that reflects the council's statutory requirement as a billing authority to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection of council tax and national non-domestic rates (NNDR) from taxpayers and its distribution to precepting bodies. For council tax, the precepting bodies are the District Council, West Sussex County Council, and the Police and Crime Commissioner for Sussex.

The regime around the income that local councils collect from NNDR is one where this income is shared between central government, the local council and other major precepting bodies (such as West Sussex County Council in Chichester's case). The main aim of the scheme (known as the Business Rates Retention scheme) is to give councils a greater incentive to grow businesses in their area. It does however also increase the financial risk due to non-collection and the volatility of the NNDR aggregate rateable value.

The scheme allows the council to retain a proportion of the total NNDR received. Chichester's share is 40% with the remainder being paid to central government (50% share) and West Sussex County Council (10% share). However, a complicated mechanism of tariffs and levies means that the Council's actual share of NNDR is reduced to just 5% of the amount collected. The scheme also provides for the council to retain 20% of any growth above a baseline determined by the government.

The Collection Fund is incorporated in the Balance Sheet and the Cash Flow Statement.

The Statement of Responsibilities for the Statement of Accounts appears on page 16 and details the respective responsibilities of the Head of Finance and Governance Services and the Council. A glossary is provided at the end of the Statement of Accounts to assist the reader.

Review of the Year

Revenue expenditure is generally on items that are consumed within one year, and is financed from government grants, council tax, fees and charges. The council has provided its wide and varied range of services very much in line with its original spending plans and within budget. The Council's financial position remains strong with only limited use of reserves being made to enhance services.

1. Expenditure on Services

In 2014-15 the net expenditure of the council including Parish Council precepts and the Internal Drainage Board Levy was £14,304,867 as shown in table below:-

	Estimate £000	**Actual £000**
Cost of Services	15,299	14,508
Parish Precepts	2,289	2,289
Internal Drainage Board Levy	48	48
Interest and Investment Income	(331)	(400)
Appropriations	(1,793)	(2,469)
Carry forward requests	0	329
Net Expenditure	**15,512**	**14,305**
Less Funding	15,512	16,125
(Surplus) / Deficit for the year	**0**	(1,820)

Funding		
Council Tax	9,288	9,312
Revenue Support Grant	2,283	2,283
Retained Business Rates	1,855	1,406
Small Business Rate Relief Grant	0	648
Retail Relief Grant	0	218
New Homes Bonus Scheme	2,081	2,118
Other Non Ringfenced Grants	5	140
Total	**15,512**	**16,125**

2. Analysis of 2014-15 General Fund position

The main variances between the council's original base budget and the outturn position in 2014-15 were as follows:-

	£'000
Underspends / Additional Income	
Revenues and Housing Benefits	(579)
Business Rates Retention Scheme	(470)
Planning Service	(345)
Chichester Contract Services activities	(229)
Car parks	(116)
Government grants	(103)
Information Communication Technology	(93)
Estates Income	(82)
Community Careline	(70)
Building Control	(66)
Business Improvement	(59)
Emergency Planning	(46)
Democratic Representation	(40)
Audit Services	(19)
Approved Management Restructure	(19)
Minor variations	(46)
	(2,382)
Overspend / Shortfall of Income	
Provisions raised during the year	458
Leisure Centres	104
	562
Total variance	(1,820)

The following paragraphs provide an explanation for the main variances:

- Revenues and Housing Benefits – A decrease in costs of £579,300:
  There have been several significant variances within the revenues and housing benefits functions during 2014-15, they include the following:

  - The receipt of a higher rate of housing benefit subsidy than was budgeted for has meant additional income of £30,500, representing a variation of 0.08% on the £37.4m of gross expenditure.

  - The value of housing benefit overpayments identified during the year has exceeded the budgeted estimate by £349,700. This increase is mainly as a result of a RTI (Real Time Information) exercise which matched HMRC records with DWP benefit records. Over £300,000 was identified solely as a result of this exercise which will continue into the 2015-16 financial year.

  - The funding mechanism for discretionary rate relief has now transferred in full to the Business Rate Retention Scheme, meaning this budget of £45,900 was not required. This saving has been reflected in the 2015-16 base budget.

  - As far as possible all mail is now sent using Printed Postage Impression envelopes instead of franking the mail. During 2014-15 86% of PPI mail sent out met the Royal Mail standards for postal discounts and resulted in a £30,000 saving overall.

  - Staffing underspend of £58,000, primarily from staff vacancies across Benefits and Council Tax teams, and also a post being held vacant to fund external support when required. Reduced hours of fraud team, to be restructured in 2015-16 in preparation for transfer of Fraud team to DWP in December 2015.

- Reduced team printing and stationary costs due to embracing new ways of working saving £31,500.

- The facility to pay council tax over 12 monthly instalments and the rescheduling of the recovery programme for 2014-15 has contributed to a reduction in summons issued and savings on court costs of £14.800.

- Additional £19,000 Council Tax Subsidy received relating to 2013-14 that resulted from the final claim.

- Business Rates Retention Scheme – Additional income of £470,000:
The Business Rates Retention Scheme was introduced from 1 April 2013. Since this date the income that the Council collects from business rates is shared between central government, the district council and the county council.

For Chichester the local share is 40%. The remainder is distributed to the other preceptors; central government (50%) and West Sussex County Council (10%).

As part of the Scheme, the government set a business rates baseline for each authority identifying the expected level of retained business rates and a top up or tariff amount to ensure that all authorities receive their baseline funding amount. Tariffs payable to Central Government are used to pay the tops ups to those authorities who do not receive their baseline funding amount. In respect of Chichester, the business rates baseline was set at £17.020m, and the council was required to make a tariff payment of £15.014m from its General Fund in 2014-15. The net result is a business rates funding amount of £2.006m. Any business rates generated above the council's baseline funding amount is shared equally between central government and the council.

In addition to the top up, a safety net figure is calculated at 92.5% of the baseline funding amount which ensures that authorities are protected to this level of business rates income. The safety net figure for Chichester is £1.855m. The council did not qualify for a safety net payment in 2014-15.

The aim of the scheme is to give councils an incentive to grow businesses in their area but also increases the financial risk due to the volatility and non-collection of business rates. It was for these reasons that when the 2014-15 base budget was set, the council took the decision to budget at the safety net level of £1.855m.

For 2014-15, the council's share of retained business rates has exceeded the baseline funding amount of £2.006m by £488k. The council is required under the scheme to pay 50% of this sum to central government in the form of a levy, resulting in an additional £244k being retained locally. In addition, governments grants received under the Scheme that are not subject to the levy calculation resulted in additional income of some £30k. The Council also received an additional sum of £45k relating to business rates from renewable energy schemes that are disregarded under the Scheme. The impact of these transactions results in £2.325m of business rates funding for 2014-15 which is £470k higher than the budget estimate of £1.855m.

- Planning Services – A surplus of income & decrease in costs of £345,800:
This includes additional income of £428,100 as a result of an increase in the number of planning applications received of which £102,000 is to be carried forward for staffing and to appoint legal representation to defend appeals. A further £57,000 staff vacancy savings have been incurred that offset increased legal costs for appeals and advertising costing £37,300.

- Chichester Contract Services (CCS) – A surplus of income & decrease in costs £229,500:
During 2014-15, Chichester Contract Services (CCS) has continued to identify operational efficiency savings and has also generated additional income from the services that it provides. The increased operating surplus is generated from the following significant variations:

  - Savings on vehicle maintenance as a result of the introduction of new vehicles. Costs are expected to increase with fleet age. (-£33,600);

  - Fuel savings have been achieved due to a reduction in the number of fleet vehicles, the new fleet being more fuel efficient and a fall in fuel price. (-£75,400);

- Grounds maintenance equipment and materials savings. The grass cutting contract was increased in order to reduce the service's requirement for new mowers which resulted in a £10,000 saving. Sustainable planting that was introduced in 2013-14 has proven successful, resulting in savings on bedding plants in 2014-15. Other equipment expenditure was put on hold pending the results of hand arm vibration testing, which has now been completed. The testing has highlighted the need to replace a number of items. (-£23,700);

- Income generated from the delivery of waste and recycling bins. (-£28,500);

- Tree maintenance works required was much lower than expected and the carry forward from 2013-14 not fully utilised. This work was also completed in house for the first time. (-£20,300);

- Vehicle workshops vacancy savings. MOT carried out by existing staff. Current demand does not warrant appointment of a dedicated tester. (-£32,000);

- Vehicle workshops equipment replacement lower than anticipated due to new items being purchased as part of the insurance claim for the depot fire. Equipment budget is now incorporated into asset replacement programme (-16,000).

Of the total operating surplus achieved during 2014-15, some £86,200 is recurring and has already been reflected in the base budget for 2015-16.

- Car Parks – A surplus of income & decrease in costs £115,600:
  For 2014-15, Car park income was estimated to be some £5.3m providing a budgeted net surplus of £3.2m on the Car Parks service. This net surplus has been exceeded by 3.6% mainly due to:

  - Higher than expected income of £49,700 due to increased demand within the car parks and an increase in Pay and Display and Season Ticket charges within car parks. An additional 337 Penalty Charge Notices were issued during the financial year, with a corresponding reduction in the percentage of Penalty Charge Notices being cancelled (from 16% in the year previously to 9% in 2014-15).

  - Equipment savings of £20,600 due to equipment being replaced through the asset replacement programme and a requirement to save on the base budget as part of the Parking Services Review; with the 2015-16 budget being reduced accordingly.

  - Contract payments and maintenance agreements have been reviewed resulting in savings of £55,200. A sum of £20,000 has already been removed from the 2015-16 base budget and further recurring savings will be reflected in the 2016-17 base budget.

- Governments grants – Additional Income of £102,900
  The Council has received a number of non ringfenced government grants to compensate it for the impact of new burdens imposed on local authorities by the government. The most significant in monetary terms is £74,800 for the Localisation of Council Tax Support.

- Information Communication Technology – A decrease in costs of £93,600:
  ICT support and maintenance agreements have been renegotiated resulting in savings of £130,700 during 2014-15 which have been reflected in the 2015-16 base budget. This saving has partly been used to offset the increased telecoms cost of £59,200 due to the delay in implementing the wide area network project. Vacancy savings and an underspend in professional fees amounts to £55,400 and £33,300 will be carried forward to deliver the service plan.

- Estates Income– Additional income of £81,900:
  Additional income has been received by the Estates service during 2014-15 from a variety of activities, the most significant one being £53,800 of rental income due to Quarry Lane from rent reviews.

- Community Careline – An increase in income of £70,300:
  Increased income has been achieved from winning contracts and reviewing corporate client charges. As a consequence additional income has also been generated from peripherals and other services provided. The impact of this has reduced the net cost of the Careline Service from a budget of £141,000 to an outturn of £85,000.

- Building Control – A surplus of income & decrease in costs of £65,800:
  This includes additional income of £10,400 as a result of an increase in the number of applications received. There was also a £55,400 underspend on Building Control staffing due to in year vacancies and a frozen post.

- Business Improvement – A decrease in costs of £59,100:
  Services are continuously being reviewed for efficiencies and recurring savings will be reflected in the base budget.

  - Staff vacancies across Public Relations, Customer Services Centre and Midhurst Area Office amount to -£29,700.
  - The cost publication of the Council magazine has reduced saving -£12,700 net of sponsorship income.
  - The Council has invested in support to staff through health at work referrals costing £17,500.
  - The letting of East Pallant House North wing has resulted in utility savings of -£34,200.

- Emergency Planning – A decrease in costs of £45,800:
  A post remained vacant throughout the year. With effect from April 2015 a post is now shared with Arun District Council.

- Democratic Representation - A decrease in costs of £40,300:
  Cost of printing is lower than expected by £17,800. This could be increased further with the implementation of the new Modern.gov system and will be reviewed as part of the 2015-16 budget process. Other savings have been achieved through allowances, equipment and mileage of £22,500.

- Audit Services – A decrease in costs of £18,500:
  There have been a number of vacancies during the year. As of 1st April 2015 the team are back up to full establishment.

- Approved Management Restructure – A decrease in costs of £19,500:
  The Deficit Reduction Plan includes the restructure of management and the review of several Council services. There were some vacancies during 2014-15 and these posts have now been filled.

- Provisions raised during the year – An increase in costs of £457,800:
  Adjustments to the various provisions held for debts owed to the Council, either because of a change in the value of the debt compared to 31st March 2014, or a change in the calculation to reflect a more appropriate value of provision based on the likelihood of the debt being repaid. The adjustments are as follows:

  - Council tax and business rates court costs +£33,000
  - Housing benefits +£252,200
  - Housing Rents -£9,000

  In addition, a provision of £181,600 has been made for a claim against the Council's former contractors for cash collection services.

- Leisure Centres – An increase in costs of £104,600
  This variance mainly relates to the new Grange Leisure Centre. The centre opened in March 2014 three months later than planned. Although the centre has achieved a direct debit membership of 744 at 31 March 2015, as a result of the delay in opening this was lower than

the target of 800 members. The delay has also impacted on other income streams resulting in total income being under target by £72,100. It is however expected that the target will be exceeded in 2015-16.

As the Centre is a new building, a repairs budget of £16,100 was not required. However, the actual business rates payable were £49,800 higher than anticipated.

3. Reconciliation of the General Fund Outturn position to the financial statements

	£000
(**Surplus) or Deficit on Provision of Services**	
Comprehensive Income and Expenditure Statement (CIES) on page 22	(1,390)
Adjustments between accounting basis & funding under regulations The reversal of accounting transactions contained within the CIES required in accordance with proper accounting practice but under statutory provisions not met by the resources of the Council	
As per Note 6 on page 46	(2,184)
Net (Increase) / Decrease before Transfers to Earmarked Reserves	(3,574)
Transfers to / (from) Earmarked Reserves	
As per the Note 7 on page 52 (Net Transfers)	1,754
General Fund underspend for year	(1,820)
As per the Movement in Reserves Statement for 2014-15 on page 26	

4. Capital Expenditure

Capital expenditure can be defined as that which generates an asset that has a useful life of more than one year. The expenditure in the year amounted to £5.71 million.

The main items of expenditure in the year were:

	£'000
Grange Leisure Centre Development	732
Investment Opportunity	1,618
Disabled Facilities Grants	493
Vehicle Replacement	689

The council has a five-year Project and Capital Programme that totals some £22.3 million for the years 2015-16 to 2020-21.

In terms of the financial balances held by the council, the position remains strong with some £24.0 million held in earmarked reserves and a further £10.7 million in the General Fund.

5. Pension Costs

The council is required under IAS19 to show in its accounts the costs, assets and liabilities associated with its share of the pension fund administered by West Sussex County Council. Any deficit or surplus on the Council's Pension Fund is shown within the Balance Sheet.

In 2014-15 the estimated return on the investments within the fund was 15.1% (9.6% in 2013-14). The effect on the council's share of the Pension Fund has been assessed by the scheme's actuary as at 31 March 2015. This valuation highlighted that the council's deficit on the fund has increased to £16.537 million at 31 March 2015 from a deficit of £9.459 million at 31 March 2014. In his report to the council, the actuary identifies falling real bond yields as the main reason for the increased Pension fund deficit. This has also affected the projected benefit cost for the next financial year.

The actual contributions payable by the council are based on the Actuary's own assumptions in a valuation that is undertaken on a triennial basis. This valuation was last undertaken at 31 March 2013 and shows the council's share of the pension fund is currently funded to 99%. This takes a longer-term view of the pension fund rather than the annual adjustments required by IAS19.

Further Information

Further information about the accounts may be obtained from the Accountancy Services Team at the council headquarters at East Pallant House, 1 East Pallant, Chichester PO19 1TY. In addition, interested residents of the district and members of the public have a statutory right to inspect the accounts on dates advertised in the local press prior to the commencement of the audit.

On completion of the audit, copies of the Statements of Accounts are available at the council headquarters and will be published on the council's website at www.chichester.gov.uk.

If you have any questions on any of the information included in the council's Statement of Accounts please contact the Accountancy Services Team on 01243 785166 or email finance@chichester.gov.uk.

J. Ward CPFA
Head of Finance and Governance Services

The Council's Responsibilities

The council is required to:
- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this council that officer is the Head of Finance and Governance Services;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- approve the statement of accounts.

The Head of Finance and Governance Services' Responsibilities

The Head of Finance and Governance Services is responsible for the preparation of the council's Statement of Accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Code).

In preparing this Statement of Accounts, the Head of Finance and Governance Services has:
- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the local authority Code.

The Head of Finance and Governance Services has also:
- kept proper accounting records which were up to date;
- taken reasonable steps for the prevention and detection of fraud and other irregularities.

I declare that the Statement of Accounts presents a true and fair view of the financial position of the authority at the accounting date and its income and expenditure for the year ended 31 March 2015. I confirm that the date of this declaration is the date up to which events have been considered for inclusion within the council's Statement of Accounts, and are therefore authorised for issue.

John Ward CPFA **Date 21 September 2015**
Head of Finance and Governance Services

Approval for the Statement of Accounts

Patricia Tull **Date 29 September 2015**

Chairman of the Corporate Governance and Audit Committee

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Comprehensive Income and Expenditure Statement

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

2013-14				2014-15		
Gross Expenditure Restated £000	**Gross Income Restated £000**	**Net Expenditure £000**		**Gross Expenditure £000**	**Gross Income £000**	**Net Expenditure £000**
2,349	(980)	1,369	Central Services to the public	2,446	(1,037)	1,409
8,403	(3,159)	5,244	Cultural and Related Services	7,929	(3,566)	4,363
9,497	(4,250)	5,247	Environment and Regulatory Services	10,504	(4,653)	5,851
6,738	(3,838)	2,900	Planning Services	6,616	(4,505)	2,111
2,066	(5,114)	(3,048)	Highways, Roads and Transport Services	2,257	(5,421)	(3,164)
39,543	(37,888)	1,655	Housing Services	41,431	(39,560)	1,871
1,052	(957)	95	Adult Social Care	1,064	(979)	85
2,263	(228)	2,035	Corporate and Democratic Core	2,158	(219)	1,939
890	(24)	866	Non Distributed Costs	43	0	43
72,801	**(56,438)**	**16,363**	**Cost of Services**	**74,448**	**(59,940)**	**14,508**
			Other operating Expenditure			
2,176	0	2,176	Parish Council Precepts	2,289	0	2,289
47	0	47	Levies Payable	48	0	48
421	(2,804)	(2,383)	Gain (-)/or loss on the disposal of Non-Current Assets	0	(835)	(835)
2,644	**(2,804)**	**(160)**		**2,337**	**(835)**	**1,502**
			Financing and Investment Income and Expenditure			
25	0	25	Interest payable and similar charges	28	0	28
472	0	472	Net interest on the net defined Pension liability (asset)	424	0	424

2013-14				2014-15		
Gross Expenditure Restated £000	**Gross Income Restated £000**	**Net Expenditure £000**		**Gross Expenditure £000**	**Gross Income £000**	**Net Expenditure £000**
0	(416)	(416)	Interest receivable and similar income	0	(407)	(407)
298	(394)	(96)	Income and Expenditure in relation to investment Properties and changes in their fair value (see note 9)	(98)	(418)	(516)
0	0	0	Interest Element of Finance Leases (Lessee)	12	0	12
0	(77)	(77)	Interest Element of Finance Leases (Lessor)	0	(77)	(77)
0	(78)	(78)	Other investment income	0	(80)	(80)
795	**(965)**	**(170)**		**366**	**(982)**	**(616)**
			Taxation and Non-Specific Grant Income and Expenditure (see note 26)			
0	(8,990)	(8,990)	Council tax income	0	(9,313)	(9,313)
14,850	(16,381)	(1,531)	Non domestic rates (NNDR)	15,258	(16,685)	(1,427)
0	(484)	(484)	Capital grants and contributions	0	(637)	(637)
0	(4,960)	(4,960)	Non ringfenced government grants	0	(5,407)	(5,407)
14,850	**(30,815)**	**(15,965)**		**15,258**	**(32,042)**	**(16,784)**
91,090	**(91,022)**	**68**	**(Surplus) or Deficit on Provision of Services**	**92,409**	**(93,799)**	**(1,390)**
		(2,095)	(Surplus) or Deficit on revaluation of non-current assets			(10,059)
		0	(Surplus) or Deficit on revaluation of available for sale assets			0
			Re-measurement (gains) and losses on Pension Fund assets and liabilities:			
		5,317	- Actuarial (gains)/losses on pension assets/liabilities			18,912
		(7,297)	- Return on Assets excluding amounts included in net interest			(13,103)
		6	- Any other (gains)/losses *			0
		(4,069)	**Other Comprehensive Income and Expenditure**			**(4,250)**
		(4,001)	**Total Comprehensive Income and Expenditure**			**(5,640)**

* This represents the small difference in the actual employer's contributions made to the pension fund by the council and the Actuary's estimate for the same period used when preparing the IAS19 report.

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

31 March 2014 £000		Notes	31 March 2015 £000
	Property, Plant and Equipment	8	
84,288	▪ Land and Buildings		94,033
6,090	▪ Vehicles, plant, furniture and equipment		6,463
2,210	▪ Infrastructure		1,906
19	▪ Community Assets		28
352	▪ Assets under construction		38
5,201	▪ Surplus Assets not held for sale		5,113
4,676	**Investment Property**	9	6,490
	Intangible Assets	10	
603	▪ Software		532
0	**Assets held for sale**		0
	Heritage Assets	11	
5,925	▪ Tangible		5,931
22	▪ Intangible		22
11,000	**Long Term Investments**	12	8,000
785	**Long Term Debtors**	12	825
121,171	**Total Long-Term Assets**		**129,381**
	Current Assets		
19,075	Short term investments		22,064
140	Inventories		150
6,452	Short Term Debtors	13	6,652
7,241	Cash and Cash Equivalents	14	11,312
628	Assets held for sale – current <1yr	15	628
33,536	**Total Current Assets**		**40,806**

31 March 2014 £000		Notes	31 March 2015 £000
	Current Liabilities		
(6,184)	Short Term Creditors	16	(8,262)
0	Provisions	17	0
(6,184)	**Total Current Liabilities**		**(8,262)**
	Long-Term Liabilities		
(2,703)	Long Term Creditors (over 12 months)	18	(3,200)
0	Credit Arrangements – Finance Lease		(124)
(833)	Provisions	17	(1,258)
(9,459)	Pensions Asset / (Liability)	32	(16,537)
(514)	Capital grants Receipts in Advance	26	(152)
(13,509)	**Total Long-Term Liabilities**		**(21,271)**
135,014	**Net Assets**		**140,654**
	Usable Reserves	19	
(8,868)	General Fund		(10,688)
(1,674)	Capital Receipts Reserve		0
0	Capital Grants Unapplied Account		(48)
(22,250)	Earmarked Reserves		(24,004)
(32,792)	**Total Usable Reserves**		**(34,740)**
	Unusable Reserves	20	
(28,623)	Revaluation Reserve		(38,332)
(83,028)	Capital Adjustment Account		(84,368)
61	Financial Instruments Adjustment Account		54
(493)	Deferred Capital Receipts Reserve		(488)
9,459	Pension Reserve		16,537
228	Collection Fund Adjustment Account		509
174	Accumulated Absences Account		174
(102,222)	**Total Unusable Reserves**		**(105,914)**
(135,014)	**Total Reserves**		**(140,654)**

These financial statements replace the unaudited financial statements certified by the Head of Finance and Governance Services on 30 June 2015.

John Ward CPFA **Date 21 September 2015**
Head of Finance and Governance Services

This statement shows the movement in the year on the different reserves held by the council, 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 from the statutory amounts required to be charged to the General Fund Balance for council tax setting purposes. The Net Increase /Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the council.

	General Fund Balance £000	Earmarked Reserves £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	**Total Usable Reserves £000**	Unusable Reserves £000	**Total Authority Reserves £000**
Balance at 31 March 2013	**8,041**	**19,264**	**5,215**	**64**	**32,584**	**98,429**	**131,013**
Movement in reserves during 2013-14							
Surplus or (deficit) on the provision of services	(68)	0	0	0	**(68)**	0	**(68)**
Other Comprehensive Income and Expenditure	0	0	0	0	**0**	4,069	**4,069**
Total Comprehensive Income and Expenditure	**(68)**	**0**	**0**	**0**	**(68)**	**4,069**	**4,001**
Adjustments between accounting basis & funding under regulations (Note 6)	3,881	0	(3,541)	(64)	**276**	(276)	**0**
Net Increase/(Decrease) before Transfers to Earmarked Reserves	**3,813**	**0**	**(3,541)**	**(64)**	**208**	**3,793**	**4,001**
Transfers to / from Earmarked Reserves (Note 7)	**(2,986)**	**2,986**	**0**	**0**	**0**	**0**	**0**
Increase / (Decrease) in 2013-14	**827**	**2,986**	**(3,541)**	**(64)**	**208**	**3,793**	**4,001**
Balance at 31 March 2014 carried forward	**8,868**	**22,250**	**1,674**	**0**	**32,792**	**102,222**	**135,014**

	General Fund Balance £000	Earmarked Reserves £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	**Total Usable Reserves £000**	Unusable Reserves £000	**Total Authority Reserves £000**
Balance at 31 March 2014	**8,868**	**22,250**	**1,674**	**0**	**32,792**	**102,222**	**135,014**
Movement in reserves during 2014-15							
Surplus or (deficit) on the provision of services	1,390	0	0	0	**1,390**	0	**1,390**
Other Comprehensive Income and Expenditure	0	0	0	0	**0**	4,250	**4,250**
Total Comprehensive Income and Expenditure	**1,390**	**0**	**0**	**0**	**1,390**	**4,250**	**5,640**
Adjustments between accounting basis & funding under regulations (Note 6)	2,184	0	(1,674)	48	**558**	(558)	**0**
Net Increase/(Decrease) before Transfers to Earmarked Reserves	**3,574**	**0**	**(1,674)**	**48**	**1,948**	**3,692**	**5,640**
Transfers to/from Earmarked Reserves (Note 7)	**(1,754)**	**1,754**	**0**	**0**	**0**	**0**	**0**
Increase / (Decrease) in 2014-15	**1,820**	**1,754**	**(1,674)**	**48**	**1,948**	**3,692**	**5,640**
Balance at 31 March 2015 carried forward	**10,688**	**24,004**	**0**	**48**	**34,740**	**105,914**	**140,654**

The Cash Flow Statement shows the changes in cash and cash equivalents of the council during the reporting period. The statement shows how the council 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 council. Investing activities represent the extent to which cash outflows have been made for resources that are intended to contribute to the council's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the council.

2013-14 £000		2014-15 £000
68	Net (surplus) or deficit on the provision of services	(1,390)
(2,690)	Adjustments to net surplus or deficit on the provision of services for non-cash	(2,792)
630	Adjustment for items included in the net surplus or deficit on the provision of services that are investing and financing activities	534
(1,992)	**Net Cash flows from Operating Activities**	**(3,648)**
	Interest	
0	Interest Paid	12
(630)	Interest Received	(547)
(630)		**(535)**
	Investing Activities	
6,192	Purchase of property, plant and equipment, investment property and intangible assets	2,914
176,150	Purchase of short-term and long-term investments	87,500
62	Other payments for investing activities	97
(1,882)	Proceeds from the sale of property, plant and equipment, non-current assets held for sale, investment property and intangible assets	(1,209)
(175,150)	Proceeds from short-term and long-term investments	(87,500)
(1,538)	Capital Grants	(1,112)
(394)	Other receipts from investing activities	(418)
3,440	**Net Cash flows from Investing Activities**	**272**
	Financing Activities	
(1,990)	Other receipts from financing activities	(103)
689	Other payments from financing activities	(57)
(1,301)	**Net Cash flows from Financing Activities**	**(160)**
(483)	**Net (increase) / decrease in cash and cash equivalents**	**(4,071)**
	Cash and cash equivalents (Note 14)	
6,758	○ at the beginning of the reporting period	7,241
7,241	○ at the end of the reporting period	11,312
(483)	**Movement in Cash (increase)/decrease**	**(4,071)**

1. Accounting Policies

1.1 General Principles

The Statement of Accounts summarises the council's transactions for the 2014-15 financial year and its position at the year-end of 31 March 2015. The council is required to prepare an annual Statement of Accounts by the Accounts and Audit (England) Regulations 2011 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 (SeRCOP) 2014-15, supported by International Financial Reporting Standards (IFRS).

The accounting convention adopted in the Statement of Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments.

An underlying assumption in the preparation of the financial statements is the concept of a going concern. This concept assumes that the council's financial statements shall be prepared on a going concern basis; that is, the accounts should be prepared on the assumption that the functions of the council will continue in operational existence for the foreseeable future. Transfers of services under combinations of public sector bodies (such as local government reorganisation) do not negate the presumption of going concern.

1.2 Accruals of Income and Expenditure

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

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

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

- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.

- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.

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

- Where revenue 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 debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

1.3 Cash and Cash Equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature within three months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

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

1.4 Exceptional Items

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

1.5 Prior Period Adjustments, Changes in Accounting Policies and Estimates and Errors

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

Changes in accounting policies are only made when required by proper accounting practices or the change provides more reliable or relevant information about the effect of transactions, other events and conditions on the council's financial position or financial performance. Where a change is made, it is applied retrospectively (unless stated otherwise) by adjusting opening balances and comparative amounts for the prior period as if the new policy had always been applied.

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

1.6 Charges to Revenue for Non-Current Assets

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

- depreciation attributable to the assets used by the relevant 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 non-current assets attributable to the service.

The council is not required to raise council tax to fund depreciation, revaluation and impairment losses or amortisation.

1.7 Accounting for Council Tax

Under the Code, the council tax income included in the Comprehensive Income and Expenditure Account for the year shall be the accrued income for the year. The difference between the council tax income included in the Comprehensive Income and Expenditure Statement and the amount required by regulation to be credited to the General Fund shall be taken to a Collection Fund Adjustment Account and included as a reconciling item in the Movement in Reserves Statement on the General Fund Balance.

Since the collection of council tax is in substance an agency arrangement, the council as the billing authority shall recognise a creditor in its Balance Sheet for cash collected from taxpayers on behalf of major preceptors but not yet paid to them, or a debtor for cash paid to major preceptors in advance of it receiving the cash from council tax payers.

1.8 Accounting for Non-Domestic Rates (NNDR)

The regime around the income that local councils collect from National Non Domestic Rates (NNDR) or Business Rates is one where this income is shared between central government, the local council and other major precepting bodies (such as West Sussex County Council in Chichester's case).

Under the Code, the NNDR income included in the Comprehensive Income and Expenditure Account for the year shall be the accrued income for the year. The difference between the NNDR income included in the Comprehensive Income and Expenditure Statement and the amount required by regulation to be credited to the General Fund shall be taken to a Collection Fund Adjustment Account and included as a reconciling item in the Movement in Reserves Statement on the General Fund Balance.

Since the collection of NNDR income is in substance an agency arrangement, the council as the billing authority shall recognise a creditor in its Balance Sheet for cash collected from NNDR ratepayers on behalf of the government and major preceptors but not yet paid to them, or a debtor for cash paid to government and major preceptors in advance of it receiving the cash from NNDR ratepayers.

Top-ups and Tariffs
Top-up income receivable and tariff expenditure payable is recognised by the council in the Comprehensive Income and Expenditure Statement on an accruals basis under the heading of Taxation and Non-specific Grant Income and Expenditure.

Safety net income and levy expenditure
Safety net income and levy expenditure is recognised by the council in in the Comprehensive Income and Expenditure Statement on an accruals basis under the heading of Taxation and Non-specific Grant Income and Expenditure. Debtors and creditors in respect of these items is recognised in the Balance Sheet.

1.9 Business Improvement District (BID)

A Business Improvement District (BID) applies to the City Centre area of Chichester. This scheme is funded by a BID levy paid by non-domestic ratepayers. The council is the billing authority for the scheme and as such collects and distributes the relevant levy income.

As the BID levy income is the BID body's revenue, the council as the billing authority is not required to show any transactions in its Comprehensive Income and Expenditure statement since it is collecting the BID levy income as an agent on behalf of the BID body.

1.10 Employee Benefits

i. Benefits Payable During Employment

Short-term employee benefits are those due to be settled within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits for current employees and are recognised as an expense for services in the year in which employees render service to the council. An accrual is made for the cost of holiday entitlements (or any form of leave, e.g. time off in lieu) earned by employees but not taken before the year-end which employees can carry forward into the next financial year. The accrual is made at the wage and salary rates applicable in year in which the benefit was earned. The accrual is charged to Surplus or Deficit on the Provision of Services, within the Comprehensive Income and Expenditure Statement but then reversed out through the Movement in Reserves Statement so that holiday benefits are charged to revenue in the financial year in which the holiday absence occurs.

ii. Termination Benefits

Termination benefits are amounts payable as a result of a decision by the council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy in exchange for those benefits and are charged on an accruals basis to the appropriate service or, where applicable, to the Non Distributed Costs line in the Comprehensive Income and Expenditure Statement at the earlier of when the council can no longer withdraw the offer of those benefits or when the council recognises costs for a restructuring.

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

iii. Post-employment Benefits

Employees of the council are members of the Local Government Pensions Scheme, administered by West Sussex County Council.

This scheme provides defined benefits to members (retirement lump sums and pensions), earned as employees worked for the council.

<u>The Local Government Pension Scheme (LGPS)</u>

The Local Government Scheme is accounted for as a defined benefits scheme. The liabilities of the West Sussex County Council pension fund attributable to the council are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projections of projected earnings for current employees.

Liabilities are discounted to their value at current prices, using a discount rate of 3.2%. The approach to setting the discount rate as at 31 March 2015 follows the same principles to those adopted at 31 March 2014. However it has changed in one main way; where at 31 March 2014 a Corporate Bond yield curve was constructed based solely on the constituents of the iBoxx £ Corporates AA index using the UBS delta curve fitting methodology, at 31 March 2015 the Corporate Bond yield curve has been constructed in the following manner:

- Using the UBS corporate bond curve (derived by applying the UBS delta curve fitting methodology to the constituents of the iBoxx £ Corporates AA index) for durations up to 8 years;

- From onwards use a gilts curve plus a long term average credit spread of 0.9% p.a.;

- Interpolate between the two approaches for durations between 8 and 12 years.

Separate discount rates are set for individual employers, dependent upon their own weighted average duration (or term) of their benefit obligation.

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

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

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

- Service Cost Comprising:

    - **current service cost -** the increase in 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 – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs

    - **Net interest on the net defined benefit liability (asset), i.e. net interest expense for the council -** the change during the period in the net defined liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period – taking into account any changes in the net defined liability (asset) during the period as a result of contribution and benefit payments

- Re-measurements comprising:

    - **the return on plan assets** – excluding amounts included in net interest on the defined benefit liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure

    - **actuarial gains and losses** – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure

- contributions paid to the West Sussex County Council pension fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund Balance to be charged with the amount payable by the council to the pension fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are transfers to and from the Pension Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at the year end. The negative balance that arises on the Pensions Reserve thereby measures the beneficial impact to the General Fund of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

<u>Discretionary Benefits</u>

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

1.11 Events after the Balance Reporting Period

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the end of the reporting period –

the Statement of Accounts is adjusted to reflect such events

- those that are indicative of conditions that arose after the reporting period – the Statement of Accounts is not adjusted to reflect such events, but where a category of events would have a material effect, disclosure is made in the notes of the nature of the events and their estimated financial effect.

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

1.12 Financial Instruments

Financial Liabilities

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

Financial Assets

Financial assets are classified into two types:

- loans and receivables – assets that have fixed or determinable payments but are not quoted in an active market

- available-for sale assets – assets that have a quoted market price and/or do not have fixed or determinable payments

i. Loans and Receivables

Loans and receivables are recognised on the Balance Sheet when the council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. For most of the loans that the council has made, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

However, the council has made a number of loans to individuals under the housing private sector renewal scheme and to tenants of certain council owned shops for improvements where the tenant has a repair obligation. These loans have been provided interest free. Where a loan is issued at less than market rates it qualifies as a Soft Loan:

Soft Loans

When soft loans are made, a loss is recorded in the Comprehensive Income and Expenditure Statement (debited to the appropriate service) 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 to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement at a marginally higher effective rate of interest than the rate receivable, if any, from the individual or organisation given a soft loan, with the difference serving to increase the amortised cost of the loan in the Balance Sheet. Statutory provisions require that the impact of soft loans on the General Fund Balance is the interest receivable for the financial year – the reconciliation of amounts debited and credited to the Comprehensive Income and Expenditure Statement to the net gain required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement. However, if these soft loans are considered not to be material to the council's accounts (i.e. the present value of the interest that will be forgone over the life of the instrument is less than 10% of the value of investment income received in the year) the amount presented in the Balance Sheet is the outstanding principal receivable, and the interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

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

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

ii. Available-for-Sale Assets

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

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

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

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

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

Any gains and losses that arise on the de-recognition of the asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement, along with any accumulated gains or losses previously recognised in the Available-for-Sale Reserve. Where fair value cannot be measured reliably, the instrument is carried at cost (less any impairment losses).

The Council has no Available for Sale Assets as at 31 March 2015.

1.13 Government Grants and Contributions

Whether paid on account, by instalments or in arrears, government grants and third party contributions and donations are recognised as due to the council when there is reasonable assurance that:

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

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

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

Where capital grants are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance in the Movement in Reserves Statement. Where the grant has yet to be used to finance capital expenditure, it is posted to the Capital Grants Unapplied Reserve. Where it has been applied, it is posted to the Capital Adjustment Account. Amounts in the Capital Grants Unapplied reserve are transferred to the Capital Adjustment Account once they have been applied to fund capital expenditure.

1.14 Heritage Assets

Tangible and Intangible Heritage Assets

The heritage assets held by the council are a collection of assets or artefacts either exhibited or stored at a number of sites in the district including the Novium Museum, Pallant House Gallery and Fishbourne Roman Palace, or other local venues. The Museum Collections consist of geological, archaeological, social history and local history artefacts, images and associated information. The principal collections include:

- The Hussey Bequest collection including furniture, paintings and other domestic wares, which is based at the Pallant House Gallery
- Archaeological collections which are held both at the Novium Museum and Fishbourne Roman Palace.

Heritage assets are recognised and measured (including the treatment of valuation gains and losses) in accordance with the council's accounting policies on property, plant and equipment. However, some of the measurement rules are relaxed in relation to heritage assets as detailed below. The accounting policies in relation to heritage assets that are deemed to include elements of intangible heritage assets are also presented below. The council's collection of heritage assets are accounted for as follows.

Heritage Assets – General

The carrying amounts of heritage assets are reviewed where this is evidence of impairment for heritage assets, e.g. where an item has suffered physical deterioration or breakage, damage or where doubts arise as to its authenticity. Any impairment is recognised and measured in accordance with the council's general policies on impairment. The Leisure and Wellbeing Service will occasionally dispose of heritage assets which are unsuitable for display in accordance with its disposal policy. The proceeds of such items are accounted for in accordance with the council's general provisions relating to the disposal of property, plant and equipment. Disposal proceeds are disclosed separately in the notes to the financial statements and are accounted for in accordance with statutory accounting requirements relating to capital expenditure and capital receipts.

Assets above deminimis are recorded separately and any other items below the deminimis, where a value can be obtained are recorded collectively.

Hussey Bequest Collection

The Hussey Bequest collection is reported in the balance sheet on an insurance valuation. This collection was a donated asset. No further acquisitions will be made or any disposals unless allowed under the terms of the bequest.

Archaeological/Museum Collections

These values have been based upon; either there historical rarity, market value or purchase price, as recommended by a panel of independent experts at the British Museum (the Treasure Valuation Committee). The council use these values for insurance purposes.

1.15 Interest

Gross interest earned by the council is in the first instance credited in total to the Comprehensive Income and Expenditure Account. For 2014-15 this amounted to £399,588. In accordance with council policy the interest is subsequently transferred to the council's Capital Projects Reserve and used to finance the Capital Programme.

1.16 Intangible Assets

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

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

Expenditure on the development of websites is not capitalised if the website is solely or primarily intended to promote or advertise the council's goods or services.

Intangible assets are measured initially at cost. Amounts are only re-valued where the fair value of the assets held by the council can be determined by reference to an active market. In practice, no intangible asset held by the council meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. An asset is tested for impairment whenever there is an indication that the asset might be impaired – any losses recognised are posted to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

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

1.17 Inventories and Long Term Contracts

Inventories are included in the Balance Sheet. Works in progress are shown at cost, whereas stocks held at year-end are shown at latest invoice price. Although this is a departure from normal accounting practice the overall effect on the accounts is immaterial.

1.18 Investments

Investments are shown in the Balance Sheet at cost. They consist of temporary loans to other bodies and are not subject to market value fluctuations.

1.19 Investment Property

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

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

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

1.20 Leases

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

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

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

The council as Lessee

<u>Finance Leases</u>

Property plant and equipment held under finance leases is recognised on the balance sheet at the commencement of the lease at its fair value measured at the inception of the lease (or the present value of future lease rentals of the minimum lease rentals, if lower).

The assets so recognised are matched by a liability for the obligation to pay the lessor (supplier). The Council's initial direct costs of acquisition are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Where applicable, contingent rents are charged as expenses in the periods in which they occur.

Lease rental payments are apportioned between:

- A charge for the acquisition of the interest in the property, plant or equipment – applied to write-down the lease liability, and

- A finance charge (interest payable on the outstanding liability) made to the Financing and Investment Income & Expenditure line of the CIES

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

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

Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefiting from use of the leased property, plant or equipment. Charges are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g. there is a rent-free period at the commencement of the lease).

The council has only one operating lease above the de-minimis level of £10,000.

The council as Lessor

Finance Leases

Where the council grants a finance lease over a property or an item of plant or equipment, the relevant asset is written out of the Balance Sheet as a disposal. At the commencement of the lease, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. A gain, representing the council's net investment in the lease, is credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal), matched by a lease (long-term debtor) asset in the Balance Sheet.

Lease rentals receivable are apportioned between:

- a charge for the acquisition of the interest in the property – applied to write down the lease debtor (together with any premiums received), and

- finance income (credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

The gain credited to the Comprehensive Income and Expenditure Statement on disposal is not permitted by statute to increase the General Fund Balance and is required to be treated as a capital receipt. Where a premium has been received, this is posted out of the General Fund Balance to the Capital Receipts Reserve in the Movement in Reserves Statement. Where the amount due in relation to the lease asset is to be settled by the payment of rentals in future financial years, this is posted out of the General Fund Balance to the Deferred Capital Receipts Reserve in the Movement in Reserves Statement. When the future rentals are received, the element for the capital receipt for the disposal of the asset is used to write down the lease debtor. At this point, the deferred capital receipts are transferred to the Capital Receipts Reserve.

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

Movement in Reserves Statement.

Operating Leases

Where the council grants an operating lease over a property or an item of plant or equipment, the asset is retained in the Balance Sheet. Rental income is credited to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Credits are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (e.g. there is a premium paid at the commencement of the lease). Initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the relevant asset and charged as an expense over the lease term on the same basis as rental income.

1.21 Minimum Revenue Provision

Local authorities are required by statute to set aside each year some of their revenue to provide for repayment of debt in respect of capital expenditure financed by borrowing or credit arrangements, known as the Minimum Revenue Provision (MRP).

The council's policy is:

- Assets acquired by borrowing (**Asset Life Method)** – MRP will be based on the estimated life of an asset on either an equal instalment method or an annuity basis. With this option payment of MRP charges may be postponed until the financial year following the one in which the asset becomes operational.

- Assets acquired by credit arrangement (Finance Leases) - MRP is charged to the Comprehensive Income and Expenditure Statement (CIES) as a provision equal in value to the principal amount repaid as part of the lease rentals to the supplier (lessor) in each financial year.

  MRP is charged to the CIES as a transfer to the Capital Adjustment Account within the adjustments between accounting basis and funding basis under regulations line in the Movement in Reserves Statement (MiRS).

1.22 Overheads and Support Services

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

- Corporate and Democratic Core – costs relating to the council's status as a multifunctional, democratic organisation.

- Non Distributed Costs – the cost of discretionary benefits awarded to employees retiring early and impairment losses chargeable on Assets Held for Sale.

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

1.23 Property, Plant and Equipment

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

Recognition

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the council and the cost of the item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred.

When new assets are first acquired and recognised on the balance sheet as a non-current asset, the total value of the asset must be over the £10,000 deminimis.

Measurement

Assets are initially measured at cost, comprising:

- the purchase price
- any costs attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management
- the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located.

The council does not capitalise borrowing costs incurred whilst assets are under construction.

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition does not have commercial substance (i.e. it will not lead to a variation in the cash flows of the Authority). In the latter case, where an asset is acquired via an exchange, the cost of the acquisition is the carrying amount of the asset given up by the council.

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

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

- infrastructure, community assets and assets under construction – depreciated historical cost
- all other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUV).

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

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

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

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

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

- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007 only, the date of its formal implementation. Gains arising before that date have been consolidated into the Capital Adjustment Account.

Impairment

Assets are assessed at each year-end as to whether there is any indication that an asset may be impaired. Where indications exist and any possible differences are estimated to be material, the recoverable amount of the asset is estimated and, where this is less than the carrying amount of the asset, an impairment loss is recognised for the shortfall.

Where impairment losses are identified, they are accounted for by:

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

- where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

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

Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets by the systematic allocation of their depreciable amounts over their useful lives. An exception is made for assets without a determinable finite useful life (i.e. freehold land and certain Community Assets) and assets that are not yet available for use (i.e. assets under construction).

Depreciation is calculated on the following bases:

- dwellings and other buildings – straight-line allocation over the useful life of the property as estimated by the valuer
- infrastructure, vehicles, plant, furniture and equipment – straight-line allocation over the useful life of the asset, as advised by a suitably qualified officer

Where an item of Property, Plant and Equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately. Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Componentisation

International Accounting Standard 16 (IAS16) – Property, Plant and Equipment (PPE) contains the accounting requirements for the separate recognition, depreciation and derecognition of parts of assets (referred to as componentisation). Componentisation shall be applied for depreciation purposes on enhancement or acquisition expenditure incurred and revaluations carried out from 1 April 2010.

Components that are required to be depreciated separately are those that have a cost that is significant in relation to the total cost of the asset, a different useful life and method of depreciation. The Council's policy on componentisation is:

- Only assets with a gross book value of £500,000 and over will be considered for componentisation.

- Of those assets, for the purpose of determining a ‘significant’ component of an asset, components with a value of 20% in relation to the overall value of the asset and over £100,000 will be considered and then only if the component has a different useful life for depreciation purposes, so as to result in depreciation charges that differ materially from the depreciation charges had the asset not been componentised.

Disposals and Non-current Assets Held for Sale

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

If assets no longer meet the criteria to be classified as Assets Held for Sale, they are reclassified back to non-current assets and valued at the lower of their carrying amount before they were classified as held for sale; adjusted for depreciation, amortisation or revaluations that would have been recognised had they not been classified as Held for Sale, and their recoverable amount at the date of the decision not to sell.

Assets that are to be abandoned or scrapped are not reclassified as Assets Held for Sale.

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. Normally a proportion of receipts relating to housing disposals (75% for dwellings, 50% for land and other assets, net of statutory deductions and allowances) is payable to the Government. However, the pooling arrangement for housing capital receipts does not apply to the council’s share of receipts from sales under the preserved rights to buy arising from the Large Scale Voluntary Transfer of the Council’s housing stock that took place in 2001. Capital receipts received are credited to the Capital Receipts Reserve, and can be used for new capital investment or set aside to reduce the council’s underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.
The written-off value of disposals is not a charge against council tax, as the cost of non-current assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from the General Fund Balance in the Movement in Reserves Statement.

1.24 Provisions, Contingent Liabilities and Contingent Assets

Provisions

Provisions are made where an event has taken place that gives the council a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation. For instance, the council may be involved in a court case that could eventually result in the making of a settlement or the payment of compensation.

Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the council becomes aware of the obligation, and are measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service.

Where some or all of the payment required to settle a provision is expected to be recovered from another party (e.g. from an insurance claim), this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the council settles the obligation.

Contingent Liabilities

A contingent liability arises where an event has taken place that gives the council a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the council. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

Contingent liabilities are not recognised in the Balance Sheet but disclosed in a note to the accounts.

Contingent Assets

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

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

1.25 Reserves

The council sets aside specific amounts as reserves for future policy purposes or to cover contingencies. Reserves are created by appropriating amounts out of the General Fund Balance in the Movement in Reserves Statement. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement so that there is no net charge against council tax for the expenditure.

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

1.26 Revenue Expenditure Funded from Capital under Statute (REFCUS)

Expenditure incurred during the year that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the council has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so that there is no impact on the level of council tax.

1.27 Section 106 Developer Contributions

Section 106 of the Town and Country Planning Act 1990 permit local planning authorities to enter into enforceable ‘planning obligations’ with landowners and/or developers which restrict the development or use of the land in any specified way, require specific operations or activities to be carried out in, on, under or over land, require the land to be used in any specified way and/or require a sum or sums to be paid to the local planning authority on a specified date or periodically.

There are two types of agreement; those for providing some form of service e.g. maintenance of bus shelters and those to assist undertaking some form of capital project.

Money received under a Section 106 agreement is not applied for any other purpose than that provided under the agreement. The agreements provide for the return of monies if works are not carried out after a specified period. Section 106 advances received are initially recognised as a creditor in the council's accounts whilst the monies remain unspent to reflect the liability the council has to the developer if the agreement is not fulfilled. Once the conditions of the agreement are met the advances are recognised as revenue income or capital contributions.

1.28 VAT

VAT payable is included as an expense only to the extent that it is not recoverable from Her Majesty's Revenue and Customs. VAT receivable is excluded from income.

2. Accounting standards that have been issued but have not yet been adopted

The Council is required to disclose information relating to the impact of an accounting change that will be required by a new standard that has been issued, but has not yet been adopted by the Code of Practice on Local Authority Accounting in the United Kingdom 2014-15.

For 2014-15 the following accounting standard changes that need to be reported relate to:

- IFRS 13 Fair Value Measurement
- IFRIC 21 Levies
- Annual Improvements to IFRSs (2011 – 2013 Cycle)

IFRS 13 Fair Value Measurements – This standard provides a consistent definition of fair value for assets and liabilities in respect of which other IFRS standards currently permit or require measurement at fair value (with some exceptions). The standard also specifies enhanced disclosure requirements of assets and liabilities measured at fair value.

The Standard is applicable for accounting years commencing from 1 April 2015 onwards, and in particular impacts on capital accounting requirements for the measurement of surplus assets (i.e. those assets that are not being used to deliver services and which are not classified as Investment Properties or Assets Held For Sale) reported in the balance sheet. IFRS 13 requires these assets to be revalued at their market value rather than value in existing use, being an assessment of their "current" value with reference to the economic environment prevailing for the service or function the assets are supporting at the reporting date.

The fair value of surplus (i.e. non-operational) assets classed as Investment Properties and Non-Current Assets Held for Sale are already measured with reference to market conditions at the balance sheet date, and this continues under the adoption of IFRS 13.

There are no adaptations to IFRS 13 for the public sector, however, the CIPFA Code requires operational property, plant and equipment assets to be measured for their service potential using either "existing use" value or depreciated replacement cost. For this purpose, existing use value is interpreted as the amount that would be exchanged for the asset in its existing use.

For other assets and liabilities not classed as capital IFRS13 requires that they are measured at fair value being the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date.

IFRIC 21 Levies – This standard provides guidance on levies imposed by government in the financial statements of entities paying the levy. The IFRIC specifies the obligating event as the activity that triggers the timing of the payment of the levy. The amount payable may be based on information relating to a period before the obligation to pay arises or the levy is payable only if a threshold is reached, or both. This standard will not have a material impact on the Statement of Accounts.

Annual Improvements to IFRSs (2011 – 2013 Cycle) – These improvements are minor, mainly proving clarification and will not have a material impact on the Statement of Accounts.

3. Critical judgements in applying accounting policies

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

- There is high degree of uncertainty about future levels of funding for local government. However the council has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the council might be impaired as a result of a need to close facilities and reduce levels of service provision.

- As the accounting treatment and disclosures for operating and finance leases are significantly different, the Council has made judgements on whether its lease arrangements for land and buildings are operating leases or finance leases under the criteria of IAS17. These judgements are made in accordance with the council's accounting policy on leases, and are based on a series of tests designed to assess whether the risks and rewards of ownership have been transferred from the lessor to the lessee.

- Judgements made by the firm of consulting actuaries engaged to provide the council with expert advice about the assumptions to be applied and the disclosure requirements required under IAS19 (See Pensions Liability in Note 4). Changes in these assumptions can have a significant effect on the value of the council's net pension liability at the year end.

4. Assumptions made about the future and other major sources of estimation uncertainty

The preparation of the Statement of Accounts requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for income and expenditure during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The key judgments and estimation uncertainty that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities within the next financial year are:

<u>Business Rates</u>

The Business Rates Retention Scheme was introduced from 1 April 2013. Since this date local authorities are liable for refunding ratepayers who have successfully appealed against the business rates charged to their businesses in 2014-15 and earlier financial years in their proportionate share.

In December 2014 the government announced a cut-off date of 31 March 2015 for the lodging of appeals against the 2010 rating list. This means that any appeals received after this date relating to the 2010 list will not be backdated. As result of this announcement the council experienced an increase in the number of appeals it received towards the end of the financial year. Each new case received has been considered by council officers in order to assess the likelihood that it is a genuine or a purely speculative appeal in order to measure their likely impact on the provision required at 31 March 2015.

A provision has therefore been recognised for the best estimate of the amount that businesses have been overcharged up to 31 March 2015. The estimate has been calculated using the Valuation Office ratings list of appeals and the analysis of successful appeals to date when providing the estimate of total provision up to and including 31 March 2015. The Council's share of the balance of business rates appeals provisions held at this date amounted to £1.258m (see Note 17), an increase of £0.425m on the previous year.

Pensions Liability

Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the council with expert advice about the assumptions to be applied. A Sensitivity Analysis provided by the Actuary highlighting the effects of changes in the principal assumptions used to measure the pension scheme obligations is shown in Note 34 Defined Benefit Pension Schemes.

Allowance for Bad Debts

The council has provided within its financial statements an estimated allowance for bad debts to cover all major items of income and expenditure (see Note 15 to the accounts). This allowance is considered adequate to cover future bad debts, but is by its nature an estimate.

Asset Valuations and Impairments

Any asset valuation and impairment is based upon on an estimate and the Council draws on the expertise of its valuer to calculate valuations, useful lives and impairment reviews in accordance with professional guidance.

S106 Developer Contributions

The council has within its accounts treated S106 developer contributions as long- term creditors and as short-term creditors. This classification of liability is based upon the repayment terms contained within the planning agreement with the developer.

5. Events after the Reporting Period

The Statement of Accounts was authorised for issue by John Ward, the Head of Finance and Governance Services for the council, on 21 September 2015.

Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2015, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information. The Statement of Accounts was approved by the Corporate Governance and Audit Committee on 29 September 2015.

6. Adjustments between accounting basis and funding basis under regulations

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

The following sets out a description of the reserves that the adjustments are made against.

General Fund Balance

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

Capital Receipts Reserve

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

Capital Grants Unapplied

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

2014-15

	Usable Reserves				
	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	**Total Usable Reserves £000**	**Movement in Unusable Reserves £000**
Adjustments primarily involving the Capital Adjustment Account:					
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:					
Charges for depreciation and impairment of non-current assets	2,450	0	0	**2,450**	**(2,450)**
Revaluation losses on Property Plant and Equipment	392	0	0	**392**	**(392)**
Movements in the market value of Investment Properties	(196)	0	0	**(196)**	**196**
Movements in the value of held for sale assets	0	0	0	**0**	**0**
Amortisation of Intangible Assets	188	0	0	**188**	**(188)**
Capital Grants and contributions applied	(1,426)	0	0	**(1,426)**	**1,426**
Movement in the Donated Assets Account	0	0	0	**0**	**0**
Revenue expenditure funded from capital under statute	1,676	0	0	**1,676**	**(1,676)**
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	166	0	0	**166**	**(166)**
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:					
Statutory provision for the financing of capital investment	(22)	0	0	**(22)**	**22**
Capital expenditure charged against the General Fund	(1,538)	0	0	**(1,538)**	**1,538**
Adjustments primarily involving the Capital Grants Unapplied Account:					
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	(48)	0	48	**0**	**0**
Application of grants to capital financing transferred to the Capital Adjustment Account					
Adjustments primarily involving the Capital Receipts Reserve:					
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	(1,002)	1,002	0	**0**	**0**
Use of the Capital Receipts Reserve to finance new capital expenditure	0	(2,680)	0	**(2,680)**	**2,680**
Contribution from the Capital Receipts Reserve towards administrative costs of non-current asset disposals	1	(1)	0	**0**	**0**

2014-15

	Usable Reserves				
	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	**Total Usable Reserves £000**	**Movement in Unusable Reserves £000**
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	0	5	0	**5**	**(5)**
Adjustments primarily involving the Financial Instruments Adjustment Account:					
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	(7)	0	0	**(7)**	**7**
Adjustments primarily involving the Pensions Reserve:					
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see Note 32)	3,459	0	0	**3,459**	**(3,459)**
Employer's pensions contributions and direct payments to pensioners payable in the year	(2,190)	0	0	**(2,190)**	**2,190**
Adjustments primarily involving the Collection Fund Adjustment Account:					
Amount by which council tax and non-domestic rating income credited to the Comprehensive Income and Expenditure Statement is different from the council tax and non-domestic rating income calculated for the year in accordance with statutory requirements	281	0	0	**281**	**(281)**
Adjustments primarily involving the Accumulated Absences Account:					
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	0	0	0	**0**	**0**
TOTAL ADJUSTMENTS	**2,184**	**(1,674)**	**48**	**558**	**(558)**

2013-14 Comparative Figures

	Usable Reserves				
	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	**Total Usable Reserves £000**	**Movement in Unusable Reserves £000**
Adjustments primarily involving the Capital Adjustment Account:					
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:					
Charges for depreciation and impairment of non-current assets	2,230	0	0	**2,230**	**(2,230)**
Revaluation losses on Property Plant and Equipment	1,221	0	0	**1,221**	**(1,221)**
Movements in the market value of Investment Properties	236	0	0	**236**	**(236)**
Movements in the value of held for sale assets	715	0	0	**715**	**(715)**
Amortisation of Intangible Assets	210	0	0	**210**	**(210)**
Capital Grants and contributions applied	(1,222)	0	0	**(1,222)**	**1,222**
Movement in the Donated Assets Account	0	0	0	**0**	**0**
Revenue expenditure funded from capital under statute	1,382	0	0	**1,382**	**(1,382)**
Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	396	0	0	**396**	**(396)**
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:					
Statutory provision for the financing of capital investment	0	0	0	**0**	**0**
Capital expenditure charged against the General Fund	(53)	0	0	**(53)**	**53**
Adjustments primarily involving the Capital Grants Unapplied Account:					
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	0	0	0	**0**	**0**
Application of grants to capital financing transferred to the Capital Adjustment Account	0	0	(64)	**(64)**	**64**
Adjustments primarily involving the Capital Receipts Reserve:					
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	(2,804)	2,814	0	**10**	**(10)**
Use of the Capital Receipts Reserve to finance new capital expenditure	0	(6,335)	0	**(6,335)**	**6,335**

2013-14 Comparative Figures

	Usable Reserves				
	General Fund Balance £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	**Total Usable Reserves £000**	**Movement in Unusable Reserves £000**
Contribution from the Capital Receipts Reserve towards administrative costs of non-current asset disposals	25	(25)	0	**0**	**0**
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	0	5	0	**5**	**(5)**
Adjustments primarily involving the Financial Instruments Adjustment Account:					
Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements	(9)	0	0	**(9)**	**9**
Adjustments primarily involving the Pensions Reserve:					
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see Note 32)	3,464	0	0	**3,464**	**(3,464)**
Employer's pensions contributions and direct payments to pensioners payable in the year	(2,071)	0	0	**(2,071)**	**2,071**
Adjustments primarily involving the Collection Fund Adjustment Account:					
Amount by which council tax and non-domestic rating income credited to the Comprehensive Income and Expenditure Statement is different from the council tax and non-domestic rating income calculated for the year in accordance with statutory requirements	157	0	0	**157**	**(157)**
Adjustments primarily involving the Accumulated Absences Account:					
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	4	0	0	**4**	**(4)**
TOTAL ADJUSTMENTS	**3,881**	**(3,541)**	**(64)**	**276**	**(276)**

7. Transfers to/from Earmarked Reserves

This note sets out the amounts set aside from the General Fund in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund in 2014-15.

	Balance at 1 April 2013 £000	Transfers Out 2013-14 £000	Transfers In 2013-14 £000	**Balance at 31 March 2014 £000**	Transfers Out 2014-15 £000	Transfers In 2014-15 £000	**Balance at 31 March 2015 £000**
Revenue Reserve	**(6,838)**	6,838	(0)	**(0)**	0	(0)	**(0)**
Housing Reserve	**(5,000)**	4,000	(0)	**(1,000)**	0	(0)	**(1,000)**
Theatre and Gallery Reserve	**(1,817)**	395	(0)	**(1,422)**	395	(0)	**(1,027)**
Restructuring Reserve	**(624)**	0	(0)	**(624)**	21	(363)	**(966)**
Asset Reserve	**(1,716)**	770	(5,481)	**(6,427)**	1,447	(1,380)	**(6,360)**
Capital Projects Reserve	**(0)**	506	(6,417)	**(5,911)**	1,963	(1,452)	**(5,400)**
Revenue Budget Support Reserve	**(0)**	0	(1,300)	**(1,300)**	0	(0)	**(1,300)**
Grants and Contribution Reserve	**(469)**	267	(321)	**(523)**	403	(531)	**(651)**
Retained Business Rates Equalisation Reserve	**(0)**	0	(247)	**(247)**	247	(552)	**(552)**
New Homes Bonus Scheme Reserve	**(1,289)**	516	(1,404)	**(2,177)**	489	(2,118)	**(3,806)**
Other Usable Reserves (Less than £500,000 in value)	**(1,511)**	776	(1,884)	**(2,619)**	868	(1,191)	**(2,942)**
Total	**(19,264)**	14,068	(17,054)	**(22,250)**	5,833	(7,587)	**(24,004)**

8. Property, Plant and Equipment

Movements in 2014-15:

	Other Land and Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets £000	Property, Plant & Equipment Under Construction £000	**Total Property, Plant and Equipment £000**
Cost or Valuation							
At 1 April 2014	**87,482**	**10,305**	**3,963**	**62**	**5,668**	**352**	**107,832**
Additions	511	1,325	0	17	0	498	**2,351**
Revaluation increases / (decreases) recognised in the Revaluation Reserve	*8,659	0	0	(43)	(450)	0	**8,166**
Revaluation increases / (decreases) recognised in the Surplus/Deficit on the Provision of Services	(1,103)	0	0	0	0	0	**(1,103)**
Derecognition – disposals	0	(385)	(39)	0	(100)	0	**(524)**
Assets reclassified (to) / from Held for Sale	0	0	0	0	0	0	**0**
Other reclassifications – transfers	793	0	0	(8)	26	(811)	**0**
Adjustments between cost/value & depreciation/impairment	0	0	0	0	0	0	**0**
At 31 March 2015	**96,342**	**11,245**	**3,924**	**28**	**5,144**	**39**	**116,722**
Accumulated Depreciation and Impairment							
At 1 April 2014	**(3,194)**	**(4,215)**	**(1,753)**	**(43)**	**(467)**	**0**	**(9,672)**
Depreciation charge	(1,220)	(913)	(298)	0	(19)	0	**(2,450)**
Depreciation written out to the Revaluation Reserve	*1,394	0	0	43	450	0	**1,887**
Depreciation written out to the Surplus/Deficit on the Provision of Services	711	0	0	0	0	0	**711**
Impairment (losses) / reversals recognised in the Revaluation Reserve	0	0	0	0	0	0	**0**
Impairment (losses) / reversals recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0	**0**
Derecognition – disposals	0	346	32	0	5	0	**383**
Eliminated on reclassification to Held for Sale	0	0	0	0	0	0	**0**
Reclassifications – transfers	0	0	0	0	0	0	**0**
Adjustments between cost/value & depreciation/impairment	0	0	0	0	0	0	**0**
At 31 March 2015	**(2,309)**	**(4,782)**	**(2,019)**	**0**	**(31)**	**0**	**(9,141)**
Net Book Value							
At 31 March 2015	**94,033**	**6,463**	**1,906**	**28**	**5,113**	**38**	**107,581**
At 31 March 2014	**84,288**	**6,090**	**2,210**	**19**	**5,201**	**352**	**98,160**

*The Land and Buildings revaluations to the revaluation reserve increased by £6.8m to £8.4m in 2014-15. This mainly relates to car parks and the increase is the result of changes since these properties were last revalued and the capitalisation of higher income generating potential.

Movements in 2013-14:

	Other Land and Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Infrastructure Assets £000	Community Assets £000	Surplus Assets £000	Property, Plant & Equipment Under Construction £000	**Total Property, Plant and Equipment £000**
Cost or Valuation							
At 1 April 2013	**82,752**	**9,541**	**3,970**	**180**	**6,750**	**3,222**	**106,415**
Additions	104	891	0	13	0	4,189	**5,197**
Revaluation increases / (decreases) recognised in the Revaluation Reserve	968	0	0	0	420	0	**1,388**
Revaluation increases / (decreases) recognised in the Surplus/Deficit on the Provision of Services	(3,379)	0	0	0	(85)	0	**(3,464)**
Derecognition – disposals	0	(149)	(7)	0	0	0	**(156)**
Assets reclassified (to) / from Held for Sale	(1,344)	0	0	0	0	0	**(1,344)**
Other reclassifications – transfers	8,381	22	0	(131)	(1,417)	(7,059)	**(204)**
Adjustments between cost/value & depreciation/impairment	0	0	0	0	0	0	**0**
At 31 March 2014	**87,482**	**10,305**	**3,963**	**62**	**5,668**	**352**	**107,832**
Accumulated Depreciation and Impairment							
At 1 April 2013	**(4,946)**	**(3,504)**	**(1,450)**	**(43)**	**(587)**	**0**	**(10,530)**
Depreciation charge	(1,040)	(846)	(306)	0	(38)	0	**(2,230)**
Depreciation written out to the Revaluation Reserve	586	0	0	0	121	0	**707**
Depreciation written out to the Surplus/Deficit on the Provision of Services	2,213	0	0	0	30	0	**2,243**
Impairment (losses) / reversals recognised in the Revaluation Reserve	0	0	0	0	0	0	**0**
Impairment (losses) / reversals recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0	**0**
Derecognition – disposals	0	135	3	0	0	0	**138**
Eliminated on reclassification to Held for Sale	0	0	0	0	0	0	**0**
Reclassifications – transfers	(7)	0	0	0	7	0	**0**
Adjustments between cost/value & depreciation/impairment	0	0	0	0	0	0	**0**
At 31 March 2014	**(3,194)**	**(4,215)**	**(1,753)**	**(43)**	**(467)**	**0**	**(9,672)**
Net Book Value							
At 31 March 2014	**84,288**	**6,090**	**2,210**	**19**	**5,201**	**352**	**98,160**
At 31 March 2013	**77,806**	**6,037**	**2,520**	**137**	**6,163**	**3,222**	**95,885**

Depreciation

Non-current assets other than land are depreciated on a straight-line basis over their useful economic lives as identified in the table below, except where the council believes that the useful life is so long as to make the depreciation immaterial.

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

- Land and Buildings - 5 to 60 years
- Vehicles, Plant, & Equipment - 3 to 20 years
- Infrastructure - 5 to 25 years
- Intangible Assets - 5 to 8 years
- Community Assets and Assets Under Construction are not depreciated.

Capital Commitments

At 31 March 2015 the council has not entered into any contracts over £200k for the purchase, construction or enhancement of Property, Plant and Equipment. The similar commitments at 31 March 2014 were £0.3million.

Effects of Changes in Estimates

At 1 April 2015, the Council reviewed the useful lives and residual values of its fleet of vehicles in accordance to their condition so that the depreciation charge to the Comprehensive Income and Expenditure Account accurately reflects the use of the asset in the year.

Revaluations

The council carries out a rolling programme that ensures that all Property, Plant and Equipment required to be measured at fair value is revalued at least every five years. All valuations were carried out internally at 1 April and all asset groups are reviewed to ensure the carrying value does not differ materially from the fair value at the balance sheet date. 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. Valuations of vehicles, plant, furniture and equipment are based on depreciated historic cost

	Land & Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets under Construction	Total
	£000	£000	£000	£000	£000	£000	£000
Carried at historic cost	0	6,463	1,906	28	0	0	**8,397**
Valued at fair value as at:							
2014-15	37,958	0	0	0	2,256	0	**40,214**
2013-14	30,130	0	0	0	1,590	39	**31,759**
2012-13	15,558	0	0	0	1,254	0	**16,812**
2011-12	5,398	0	0	0	0	0	**5,398**
2010-11	4,989	0	0	0	12	0	**5,001**
Total	**92,369**	**6,462**	**1,906**	**28**	**5,112**	**39**	**107,581**

9. Investment Properties

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

	2014-15	2013-14
	£000	£000
Rental income from investment property	(418)	(394)
Direct operating expenses arising from investment property	98	62
Changes in fair value	(196)	236
Net (gain) / loss	(516)	(96)

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:

	2014-15 £000	2013-14 £000
Balance at start of the year	4,676	3,981
Additions:		
• Purchases	1,618	727
• Construction	0	0
• Subsequent expenditure	0	0
Disposals	0	0
Net gain / losses from fair value adjustments	196	(236)
Transfers:		
• to/from Inventories	0	0
• to/from Property, Plant and Equipment	0	204
Other changes	0	0
Balance at end of the year	6,490	4,676

10. Intangible Assets

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

All software is given a finite useful life, based on assessments of the period that the software is expected to be of use to the council. The useful live assigned to software used by the council is 6 years.

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

	Internally Generated Assets £000	**Other Assets £000**	**2014-15 Total £000**	**Internally Generated Assets £000**	**Other Assets £000**	**2013-14 Total £000**
Balance at start of year:						
• Gross carrying amounts	0	2,640	2,640	0	2,478	2,478
• Accumulated amortisation	0	(2,037)	(2,037)	0	(1,827)	(1,827)
Net carrying amount at start of year	0	603	603	0	651	651
Additions:						
• Internal development	0	0	0	0	0	0
• Purchases	0	136	136	0	162	162
• Acquired through business combinations	0	0	0	0	0	0
Assets reclassified as held for sale	0	0	0	0	0	0
Other disposals	0	(19)	(19)	0	0	0
Revaluations increases or decreases	0	0	0	0	0	0
Impairment losses recognised or reversed directly in the Revaluation Reserve	0	0	0	0	0	0
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0
Reversals of past impairment losses written back to the Surplus/Deficit on the Provision of Services	0	0	0	0	0	0
Amortisation for the period	0	(188)	(188)	0	(210)	(210)
Other changes	0	0	0	0	0	0
Net carrying amount at end of year	0	532	532	0	603	603

	Internally Generated Assets £000	Other Assets £000	2014-15 Total £000	Internally Generated Assets £000	Other Assets £000	2013-14 Total £000
Comprising:						
Gross carrying amounts	0	1,577	1,577	0	2,640	2,640
Accumulated amortisation	0	(1,045)	(1,045)	0	(2,037)	(2,037)
	0	532	532	0	603	603

There are no items of capitalised software that are individually material to the financial statements.

11. Heritage Assets

Reconciliation of the Carrying Value of Heritage Assets Held by the Council

	Tangible Assets		Intangible Assets	
	The Hussey Bequest Collection	Archaelogical Collections	Novium Museum	**Total Assets**
	£000	£000	£000	£000
Cost of Valuation				
1 April 2014	5,833	92	22	5,947
Additions	0	0	0	0
Disposals	0	0	0	0
Revaluation Increases/(decreases) to the Revaluation Reserve	0	6	0	6
Revaluation Increases/(decreases) to the Surplus or Deficit on the Provision of Services	0	0	0	0
Depreciation	0	0	0	0
Revaluation Losses	0	0	0	0
31 March 2015	**5,833**	**98**	**22**	**5,953**

The 2014-15 movement in balances relates to insurance revaluations obtained in respect of the archaeological collection held at the Novium Museum. There were not any additions, disposals or revaluations during 2013-14.

12. Financial Instruments

The carrying values of the Council's Financial Instruments at the balance sheet date were comprised as follows:

Financial Assets	Long-term 31 March 2015 £000	Long-term 31 March 2014 £000	Current 31 March 2015 £000	Current 31 March 2014 £000
Investments				
Loans & and Receivables	8,000	11,000	22,064	19,074
Cash Equivalents (per Note 14)	0	0	11,312	7,241
Sub-Total Investments	8,000	11,000	33,376	26,315
Debtors				
Loans & Receivables	338	292	1,037	1,209
At Contract amounts	487	493	931	1,121
Sub-Total Debtors	825	785	1,968	2,330
Total Financial Assets	**8,825**	**11,785**	**35,344**	**28,645**

Financial Liabilities	Long-term 31 March 2015 £000	Long-term 31 March 2014 £000	Current 31 March 2015 £000	Current 31 March 2014 £000
Indebtedness				
Borrowing	0	0	0	0
Finance Leases	99	0	25	0
Sub-Total Indebtedness	99	0	25	0
Creditors				
Amortised cost	0	0	4887	3,271
At Contract Amount	3,200	2,703	35	199
Sub-Total Creditors	3,200	2,703	4,922	3,470
Total Financial Liabilities	**3,299**	**2,703**	**4,947**	**3,470**

Income, Expense, Gains and Losses

	2014-15					2013-14				
	Financial Liabilities measured at amortised cost £000	Financial Assets: Loans and receivables £000	Financial Assets: Available for sale £000	Assets and Liabilities at Fair Value through Profit and Loss £000	**Total £000**	Financial Liabilities measured at amortised cost £000	Financial Assets: Loans and receivables £000	Financial Assets: Available for sale £000	Assets and liabilities at Fair Value through Profit and Loss £000	**Total £000**
Interest expense	40	-	-	-	**40**	25	-	-	-	**25**
Losses on derecognition	-	-	-	-	**0**	-	-	-	-	**0**
Reductions in fair value	-	-	-	98	**98**	-	-	-	298	**298**
Impairment losses	-	-	-	-	**0**	-	-	-	-	**0**
Fee expense	-	-	-	-	**0**	-	-	-	-	**0**
Total expense in Surplus or Deficit on the Provision of Services	**40**	**0**	**0**	**98**	**138**	**25**	**0**	**0**	**298**	**323**
Interest income	-	(484)	-	-	**(484)**	-	(493)	-	-	**(493)**
Interest income accrued on impaired financial assets	-	-	-	-	**0**	-	-	-	-	**0**
Increases in fair value	-	-	-	(196)	**(196)**	-	-	-	-	**0**
Gains on derecognition						-	-	-	-	**0**
Fee income	(80)	-	-	(418)	**(498)**	(78)	-	-	(394)	**(472)**
Total income in Surplus or Deficit on the Provision of Services	**(80)**	**(484)**	**0**	**(614)**	**(1,178)**	**(78)**	**(493)**	**0**	**(394)**	**(965)**
Gains on revaluation	-	-	-	-	**0**	-	-	-	-	**0**
Losses on revaluation	-	-	-	-	**0**	-	-	-	-	**0**
Amounts recycled to the Surplus or Deficit on the Provision of Services after impairment	-	-	-	-	**0**	-	-	-	-	**0**
Surplus/deficit arising on revaluation of financial assets in Other Comprehensive Income and Expenditure	**-**	**-**	-	**-**	**0**	**-**	**-**	-	**-**	**0**
Net gain/(loss) for the year	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Fair Values of Assets and Liabilities

Financial liabilities, financial assets represented by loans and receivables, and long-term debtors and creditors are carried in the Balance Sheet at amortised cost. However, The Code requires that the carrying amount of all financial assets and liabilities are compared with their fair value i.e. the amount by which they may be exchanged by knowledgeable, willing parties in an "arm's length" transaction.

Accordingly, the carrying values are compared below with the corresponding fair values derived from an assessment of the present value of the cash flows that will take place over the remaining term of the instruments, using the following assumptions:

- where an investment matures beyond 12 months the fair value is based on the effective interest rate rather than transaction value and contract interest rate
- no early repayment or impairment is recognised
- where an instrument will mature in the next 12 months, carrying amount is assumed to approximate to fair value
- the fair value of trade and other receivables is taken to be the invoiced or billed amount.

The calculated fair values are compared with the carrying amounts as follows:

	31 March 2015		31 March 2014	
Financial Liabilities	Carrying amount £000	Fair value £000	Carrying amount £000	Fair value £000
Finance Leases	124	84	0	0
Creditors	8,122	8,122	6,173	6,173
Total Financial Liabilities	8,246	8,206	6,173	6,173

	31 March 2015		31 March 2014	
Financial Assets	Carrying amount £000	Fair value £000	Carrying amount £000	Fair value £000
Investments	30,064	30,292	30,074	30,209
Debtors	2,975	2,975	3,115	3,115
Cash Equivalents	11,312	11,312	7,241	7,241
Total Financial Assets	44,351	44,579	40,430	40,565

The fair value of the assets is higher than the carrying amount because the council's portfolio of investments includes a number of fixed rate loans where the interest rate receivable is higher than the rates available for similar loans at the Balance Sheet date. This shows a notional future gain (based on economic conditions at 31 March 2015) attributable to the commitment to receive interest slightly above current market rates.

Cash Equivalents, Debtors and creditors are carried at cost as this is a fair approximation of their value. The value shown for debtors and creditors are different to the figures reported under Note 13,16 and 18 due to the exclusion of non-trade debtors.

13. Short Term Debtors

	31 March 2015		31 March 2014	
	£000	£000	£000	£000
Central Government Bodies	1,556		1,331	
Less Impairment Allowance	0		0	
		1,556		1,331
Council Tax	814		780	
Less Impairment Allowance	(438)		(429)	
		376		351
Business Rates	553		632	
Less Impairment Allowance	(246)		(295)	
		307		337
Other local authorities and public bodies	938		704	
Less Impairment Allowance	0		0	
		938		704
Right to Buy Sharing Agreement	884		1,086	
Less Impairment Allowance	0		0	
		884		1,086
Housing Rents	230		186	
Less Impairment Allowance	(174)		(151)	
		56		35
Other Sundry Debtors	4,023		3,780	
Less Impairment Allowance	(1,862)		(1,616)	
		2,161		2,164
Total Debtors net of Impairment (Bad Debts) Allowance		6,278		6,008
Payments in advance		374		444
Total net Debtors & Payments in advance		6,652		6,452

14. Cash and cash equivalents

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

	31 March 2015 £000	31 March 2014 £000
Cash held by the Authority	8	7
Bank current accounts	604	284
Cash Equivalents (Short-term deposits on call or fixed up to 3 months duration)	10,700	6,950
	11,312	7,241

15. Assets held for sale

	Current 2014-15 £000	Current 2013-14 £000	Non Current 2014-15 £000	Non Current 2013-14 £000
Balance outstanding at start of year	628	378	0	0
Assets newly classified as held for sale:				
• Property, Plant and Equipment	0	1,344	0	0
• Intangible Assets	0	0	0	0
• Other assets/liabilities in disposal groups	0	0	0	0
Revaluation Losses	0	(716)	0	0
Revaluation Gains	0	0	0	0
Impairment Losses	0	0	0	0
Assets newly declassified as held for sale:				
• Property, Plant and Equipment	0	0	0	0
• Intangible Assets	0	0	0	0
• Other assets/liabilities in disposal groups	0	0	0	0
Assets Sold	0	(378)	0	0
Transfers from non-current to current	0	0	0	0
Balance outstanding at year end	628	628	0	0

16. Short Term Creditors (less than 12 months)

	31 March 2015 £000	31 March 2014 £000
Council Tax	300	268
Business Rates	252	239
Other local authorities and public bodies	1,379	864
Sundry Creditors	4,277	2,430
S106 Developer Contributions	35	199
Central Government Bodies	1,329	1,343
Housing Rents	30	16
Receipts in advance	80	0
Accrued Leave	174	174
Other Creditors	406	651
Total	8,262	6,184

17. Provisions

	Business Rates Appeals £000	Total £000
Balance at 1 April 2014	833	833
Additional provisions made in 2014-15	668	668
Amounts used in 2014-15	(243)	(243)
Unused amounts reversed in 2014-15	0	0
Balance at 31 March 2015	1,258	1,258

The Business Rates Appeals Provision represents an amount set aside as the best estimate of the amount that businesses have been overcharged business rates up to 31 March 2015. The estimate has been calculated using the Valuation Office ratings list of appeals and the analysis of successful appeals to date when providing the estimate of total provision up to and including 31 March 2015.

18. Long Term Creditors

	Balance 31 March 2015 £000	Balance 31 March 2014 £000
S106 Developer Contributions	3,200	2,703
Total	3,200	2,703

19. Usable Reserves

Movements in the council's usable reserves are detailed in the Movement in Reserves Statement on pages 25 and 26.

20. Unusable Reserves

Revaluation Reserve

The Revaluation Reserve contains the gains made by the council arising from increases in the value of its non-current assets. The balance is reduced when assets with accumulated gains are:

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

The Reserve contains only revaluation gains accumulated since 1 April 2007, the date that the Reserve was created. Accumulated gains arising before that date are consolidated into the balance on the Capital Adjustment Account.

2013-14 £000		2014-15 £000
(26,768)	**Balance at 1 April**	**(28,623)**
(2,880)	Upward revaluation of assets	(10,538)
785	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	479
(2,095)	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	(10,059)
236	Difference between fair value depreciation and historical cost depreciation	325
4	Accumulated gains on assets sold or scrapped	25
240	Amount written off to the Capital Adjustment Account	350
(28,623)	**Balance at 31 March**	**(38,332)**

Available for Sale Financial Instruments Reserve

The Available for Sale Financial Instruments Reserve contains the gains made by the council arising from increases in the value of its investments that have quoted market prices or otherwise do not have fixed or determinable payments. The balance is reduced when investments with accumulated gains are:

- Re-valued downwards or impaired and the gains are lost
- disposed of and the gains are realized.

The council does not have any available for sale financial instruments.

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 council. The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.

Note 6 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
(81,514)	**Balance at 1 April**	**(83,028)**
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:	
2,230	• Charges for depreciation and impairment of non-current assets	2,450
1,221	• Revaluation losses on Property, Plant and Equipment	392
210	• Amortisation of intangible assets	188
1,382	• Revenue expenditure funded from capital under statute	1,676
406	• Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	166
5,449		4,872
(240)	Adjusting amounts written out of the Revaluation Reserve	(350)
5,209	Net written out amount of the cost of non-current assets consumed in the year	4,522
	Capital financing applied in the year:	
(6,335)	• Use of the Capital Receipts Reserve to finance new capital expenditure	(2,680)
(0)	• Statutory provision for the financing of capital investment charged against the General Fund and HRA balances	(22)
(1,222)	• Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	(1,426)
(64)	• Application of grants to capital financing from the Capital Grants Unapplied Account	(0)
(53)	• Capital expenditure charged against the General Fund	(1,538)
(7,674)		(5,666)
236	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	(196)
715	Movements in the value of Assets Held for Sale debited or credited to the Comprehensive Income and Expenditure Statement	0
(83,028)	**Balance at 31 March**	**(84,368)**

Financial Instruments Adjustment Account

The Financial Instruments Adjustment Account absorbs the timing differences arising from the different arrangements for accounting for income and expenses relating to certain financial instruments and for bearing losses or benefiting from gains per statutory provisions.
The adjustments in this account relate to the soft loans given by the council in respect of the Housing Private Sector Renewal Scheme, and the council owned shop improvements at Hardham Road and the Ridgeway where tenants are responsible for the repairs and maintenance of the properties under the agreements. The transactions represent the interest foregone by the council under the loan arrangements.

2013-14 £000			2014-15 £000
70	**Balance at 1 April**		**61**
(9)	Premiums incurred in the year and charged to the Comprehensive Income and Expenditure Statement	(7)	
0	Proportion of premiums incurred in previous financial years to be charged against the General Fund Balance in accordance with statutory requirements	0	
(9)	Amount by which finance costs charged to the Comprehensive Income and Expenditure Statement are different from finance costs chargeable in the year in accordance with statutory requirements		(7)
61	**Balance at 31 March**		**54**

Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. The council accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as 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 council 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 shortfall in the benefits earned by past and current employees and the resources the council has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

2013-14 £000		2014-15 £000
10,040	**Balance at 1 April**	**9,459**
(1,980)	Remeasurements of the net defined benefit liability/(asset)	5,809
3,464	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	3,459
(2,071)	Employer’s pensions contributions and direct payments to pensioners payable in the year	(2,190)
6	Difference in the payment to the pension find and the Actuary’s estimate of the same in preparing the IAS 19 report	0
9,459	**Balance at 31 March**	**16,537**

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 council 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
(498)	**Balance at 1 April**	**(493)**
0	Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	0
5	Transfer to the Capital Receipts Reserve upon receipt of cash	5
(493)	**Balance at 31 March**	**(488)**

Collection Fund Adjustment Account

The Collection Fund Adjustment Account manages the difference 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 and from the Collection Fund

2013-14 £000		2014-15 £000
71	**Balance at 1 April**	**228**
157	Amount by which council tax and non-domestic rates income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rates income calculated for the year in accordance with statutory requirements	281
228	**Balance at 31 March**	**509**

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
170	**Balance at 1 April**		**174**
(170)	Settlement or cancellation of accrual made at the end of the preceding year	0	
174	Amounts accrued at the end of the current year	0	
4	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements		0
174	**Balance at 31 March**		**174**

21. 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 Cabinet on the basis of budget reports analysed across portfolios.

The income and expenditure of the council's portfolio's recorded in the budget reports for the year is as follows:

PORTFOLIO Income & Expenditure	Commercial Services £000	Environment £000	Finance and Governance £000	Housing and Planning £000	Leader £000	Support Services £000	Wellbeing Community Services £000	**Total £000**
2014-15								
Fees, charges & other service income	(6,989)	(2,833)	(595)	(3,127)	0	(445)	(4,462)	**(18,451)**
Funding	0	0	0	0	0	0	0	**0**
Government grants and contributions	(13)	(1,361)	(38,424)	(938)	(8)	0	(745)	**(41,489)**
Total Income	**(7,002)**	**(4,194)**	**(39,019)**	**(4,065)**	**(8)**	**(445)**	**(5,207)**	**(59,940)**
Employee expenses	1,214	4,543	1,716	3,412	409	399	3,945	**15,638**
Other operating expenses	2,537	4,732	38,415	2,214	17	535	4,861	**53,311**
Support service recharges	681	1,118	775	1,415	444	368	698	**5,499**
Total operating expenses	**4,432**	**10,393**	**40,906**	**7,041**	**870**	**1,302**	**9,504**	**74,448**
Net Expenditure	**(2,570)**	**6,199**	**1,887**	**2,976**	**862**	**857**	**4,297**	**14,508**

For 2014-15 the council reorganised its portfolio responsibilities. Therefore in order to assist comparison to the 2014-15 financial year, the analysis of income and expenditure for 2013-14 has been restated onto the same basis.

2013-14 Restated	Commercial Services £000	Environment £000	Finance and Governance £000	Housing and Planning £000	Leader £000	Support Services £000	Wellbeing Community Services £000	**Total £000**
Fees, charges & other service income	(6,537)	(2,630)	(692)	(2,747)	0	(392)	(4,034)	**(17,032)**
Funding	0	0	0	0	0	0	0	**0**
Government grants and contributions	(35)	(1,222)	(36,671)	(911)	(9)	0	(558)	**(39,406)**
Total Income	**(6,572)**	**(3,852)**	**(37,363)**	**(3,658)**	**(9)**	**(392)**	**(4,592)**	**(56,438)**
Employee expenses	1,296	4,406	1,691	3,585	389	424	3,666	**15,457**
Other operating expenses	2,370	3,840	37,591	2,249	34	579	5,465	**52,128**
Support service recharges	716	892	730	1,328	378	494	678	**5,216**
Total operating expenses	**4,382**	**9,138**	**40,012**	**7,162**	**801**	**1,497**	**9,809**	**72,801**
Net Expenditure	**(2,190)**	**5,286**	**2,649**	**3,504**	**792**	**1,105**	**5,217**	**16,363**

22. Agency Services

The council provides a Planning Service on behalf of the South Downs National Park Authority (SDNPA).

	2014-15 £000	2013-14 £000
Expenditure incurred in providing a Planning Service to SDNPA	1,182	1,068
Management fee payable by SDNPA	(1,019)	(1,067)
Net (Surplus)/Deficit arising on the agency arrangement	163	1

23. Members' Allowances

The council paid the following amounts to members of the council during the year. A detailed list of the allowances paid to each member can be found on the council website.

	2014-15 £000	2013-14 £000
Allowances	297	286
Expenses	14	21
Total	311	307

24. Officers' Remuneration

The remuneration paid to the council's senior employees is as follows:

Post Title		Salary, Fees and Allowances £	Compensation for Loss of Office £	Pension Contribution £	Total £
Chief Executive	2014-15	114,690		19,841	134,531
	2013-14	114,689	0	17,941	132,630
Executive Director of Home and Community (see note 1)	2014-15	0	0	0	0
	2013-14	90,620	77,318	13,855	181,793
Executive Director of Environment	2014-15	90,520	0	15,660	106,180
	2013-14	89,689	0	13,866	103,555
Executive Director of Support Services and the Economy	2014-15	90,520	0	15,660	106,180
	2013-14	89,689	0	13,866	103,555
Head of Finance and Governance / S151 Officer	2014-15	72,615	0	12,562	85,178
	2013-14	67,595	0	10,468	78,064
Principal Solicitor / Monitoring Officer	2014-15	56,739	0	9,229	65,968
	2013-14	54,934	0	8,649	63,583

Note 1
The post of Executive Director of Home and Community was made redundant on 31st May 2014. The cost has been recognised in the financial year where the authority is demonstrably committed to the exit package.

The council's employees, including the senior officers separately disclosed, as receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) were paid the following amounts:

Remuneration Band	2014-15 Number of employees	2013-14 Number of employees
£50,000 - £54,999	1	6
£55,000 - £59,999 *	5	1
£60,000 - £64,999	6	5
£65,000 - £69,999	0	1
£70,000 - £74,999	1	0
£80,000 - £84,999 *	0	1
£85,000 - £89,999	0	2
£90,000 - £94,999	2	0
£100,000 - £104,999 *	0	1
£105,000 - £109,999 *	0	1
£110,000 - £114,999	1	1
£115,000 - £119,999 *	0	1
£165,000 - £169,999 *	0	1

Salary range bandings that are zero for both financial years have been omitted.

* Includes payments for officers made redundant.

The number of exit packages with total cost per band and total cost of the compulsory and other redundancies are set out in the table below:

Exit package cost band (including special payments)	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages by cost band		Total cost of exit packages in each band	
	2014-15	2013-14	2014-15	2013-14	2014-15	2013-14	2014-15	2013-14
							£	£
£0 - £20,000	2	4	2	3	4	7	31,039	55,527
£20,001 - £40,000	0	2	0	5	0	7	0	222,694
£40,001 - £60,000	0	1	0	1	0	2	0	106,645
£60,001 - £80,000	0	1	0	1	0	2	0	144,531
£80,001 - £100,000	0	-	0	-	0	-	0	0
Total	2	8	2	10	4	18	31,039	529,397

25. External Audit Costs

The council has incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims and statutory inspections and to non-audit services provided by the council's external auditors:

	2014-15 £000	2013-14 £000
Fees payable to the Ernst and Young with regard to external audit services carried out by the appointed auditor for the year	65	65
Fees payable to the Ernst and Young in respect of statutory inspections	0	0
Fees payable to the Ernst and Young for the certification of grant claims and returns for the year	10	14
Total	75	79

26. Grant Income

The council credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2014-15

For the purposes of this note only individual receipts in excess of £50,000 have been disclosed separately. Subsidy payments received from central government for housing and council tax benefits are excluded from this disclosure note as they are not grant income but receipts for the reimbursement of unavoidable statutory expenditure.

	2014-15 £000	2013-14 £000
Credited to Taxation and Non Specific Grant Income and Expenditure		
Council Tax income	9,313	8,990
Retained Business Rates	1,427	1,531
Capital grants and contributions	637	484
Revenue Support Grant	2,283	2,957
New Homes Bonus Scheme	2,118	1,404
Retail Relief Grant	218	0
Small Business Rate Relief Grant	648	560
Other Non ringfenced Government Grants	140	39
Total	16,784	15,965
Credited to Services		
Revenue Expenditure Funded from Capital Under Statute (REFCUS)	836	738
Individual Electoral Registration	71	11
Community Safety Neighbourhood Project	59	0
Neighbourhood Planning	30	70
Ordinary Watercourses	25	50
Other Revenue Grants	346	190
Total	1,367	1,059

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:

	31 March 2015 £000	31 March 2014 £000
Grant Receipts in Advance (Capital Grants)		
Midhurst Leisure and Community Centre Grant	0	415
Coast Protection Lifeboat Way Contributions	0	85
Beach Management Plan	122	
Other Receipts below £50,000	30	14
Total	152	514
Grant Receipts in Advance (Revenue Grants)		
Other Receipts below £50,000	80	138
Total	80	138

27. Related Parties

The council is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the council or to be controlled or influenced by the council. Disclosure of these transactions allows the reader 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

Central government has significant influence over the general operations of the council – it is responsible for providing the statutory framework within which the council operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the council has with other parties (e.g. council tax bills, housing benefits). Grants received from government departments are set out in the subjective analysis in Note 21 on reporting for resources allocation decisions. Grant receipts outstanding at 31 March 2015 are shown in Note 26.

Members and Officers

Members of the council have direct control over the council's financial and operating policies. A survey of the council's members, its chief and statutory officers and staff was undertaken. The disclosures identified that one council officer is a nominated Director of Visit Chichester, a company set up to promote tourism within the Chichester District. They represent 1/15 of the company board. The council paid Visit Chichester an operating grant of £2,500 in 2013-14 however no funding was provided in 2014-15.

The remaining disclosures made are considered immaterial to the council's Statement of Accounts and to the bodies and individuals identified, and are therefore not separately identified.

A review of the Register of Members' Interests and the schedule of payments to suppliers greater than £500 has been undertaken to ascertain if any additional significant related party interests exist. No material disclosures have been identified.

28. 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/PP contracts), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the council, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the council that has yet to be financed. The CFR is analysed in the second part of this note.

	2014-15 £000	2013-14 £000
Opening Capital Financing Requirement	(1,440)	(1,297)
Capital Investment:		
Property, Plant and Equipment	2,351	5,197
Intangible Assets	136	162
Revenue Expenditure Funded from Capital under Statute	1,676	1,382
Investment Property	1,618	727
Deferred Debtor	10	63
Sources of Finance:		
Capital Receipts	(2,680)	(6,335)
Government grants and other contributions	(1,426)	(1,286)
Sums set aside from revenue	(1,538)	(53)
Minimum Revenue Provision	(22)	0
Closing Capital Financing Requirement	(1,315)	(1,440)

29. Leases

Council as Lessor

Finance Leases

The council has three leased out properties; Chichester Rugby Club, Chichester Lawn and Tennis Club and the Chichester Crematorium.

The council has gross investments in the leases, made up of the minimum lease payments expected to be received over the remaining terms and the residual values anticipated for the properties when the leases come to an end. The minimum lease payments comprise settlement of the long-term debtors for the interest in the properties acquired by the lessee and finance income that will be earned by the council in future years whilst the debtor remains outstanding. The gross investment is made up of the following amounts:

	31 March 2015 £000	31 March 2014 £000
Finance lease debtor		
• Current	6	5
• Non-current	465	471
Unearned finance income	22,554	22,624
Unguaranteed residual value of property	17	17
Gross investment in the lease	23,042	23,117

The gross investment in the lease and the minimum lease payments will be received over the following periods:

	Gross Investment in the Lease		Minimum Lease Payments	
	31 March 2015 £000	31 March 2014 £000	31 March 2015 £000	31 March 2014 £000
Not later than one year	92	92	75	75
Later than one year and not later than five years	301	301	301	301
Later than five years	22,649	22,724	22,649	22,724
	23,042	23,117	23,025	23,100

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

Operating Leases

The council leases out property and equipment under operating leases for the following purposes:

- for the provision of community services, such as sports facilities, tourism services and community centres
- for economic development purposes to provide suitable affordable accommodation for local businesses.

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

	31 March 2015 £000	31 March 2014 £000
Not later than one year	1,330	1,335
Later than one year and not later than five years	4,651	3,785
Later than five years	55,022	52,444
	61,003	57,564

The minimum lease payments receivable do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews.

Council as Lessee

Finance Leases

The Council has acquired 32 Multi-functional devices under a finance lease. These are carried as Property, Plant and Equipment in the balance sheet. The net book value at 31 March 2015 is £146,192.

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

	31 March 2015 £000	31 March 2014 £000
Finance lease liabilities :		
• Current	25	0
• Non-current	86	0
Finance costs payable in future years	27	0
Minimum lease payments	138	0

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

	Finance Lease Liability		Minimum Lease Payments	
	31 March 2015 £000	31 March 2014 £000	31 March 2015 £000	31 March 2014 £000
Not later than one year	25	0	35	0
Later than one year and not later than five years	86	0	103	0
Later than five years	0	0	0	0
	111	0	138	0

Operating Leases

The council access a number of pieces of land that are classified as operating leases. There are two leases disclosed, Orchard Street and New Park car parks which have rental values over the £10,000 deminimis.

For Orchard Street, the council is committed to making a lease payment to West Sussex County Council. The amount is based on 43% of the car park net income received during the year, as this is variable the future minimum payments have not been disclosed. The income received during 2013-14 was £35,000.

The New Park lease expires in 2033 and is reviewed every 5 years. The future minimum lease payments are as follows:

	31 March 2015 £000	31 March 2014 £000
Not later than one year	30	30
Later than one year and not later than five years	120	120
Later than five years	406	435
	556	585

30. Impairment Losses

During 2014-15 the council carried out an impairment review. No impairment losses were identified as a result.

31. Termination Benefits

The council terminated the contracts of a number of employees in 2014-15, incurring costs of £31,039 (£529,379 in 2013-14) – see Note 24 for the number of exit packages and total cost per band.

32. Defined Benefit Pension Schemes

Participation in Pension Schemes

As part of the terms and conditions of employment of its officers, the council makes contributions towards the cost of post-employment benefits. Although these benefits will not actually be payable until the employees retire, the council has a commitment to make the payments (for those benefits) and to disclose them at the time that the employees earn their future entitlement.

The council operates a defined benefit pension scheme that is administered by West Sussex County Council. This is a funded scheme, meaning that the council and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets.

The West Sussex County Council pension scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the Pensions Panel of West Sussex County Council. Policy is determined in accordance with the Pension Fund Regulations.

The principal risks to the council of the scheme are the longevity assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large-scale withdrawals from the scheme), changes to inflation, bond yields and the performance of the equity investments held by the scheme. These are mitigated to a certain extent by the statutory requirements to charge to the General Fund the amounts required by statute as described in the accounting policies note.

Further information can be found in West Sussex County Council's Pension Fund's Annual Report which is available upon request from the Corporate Finance Section, County Treasurer's Department, West Sussex County Council, County Hall, Chichester, West Sussex PO19 1RG, or by visiting www.westsussex.gov.uk.

Discretionary Post-retirement Benefits

Discretionary post-retirement benefits on early retirement are an unfunded benefit arrangement, under which liabilities are recognised when awards are made. There are no plan assets built up to meet these pension liabilities.

Transactions Relating to Post-employment Benefits

The council recognises the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually 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/retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement.

The following transactions have been made in the Comprehensive Income and Expenditure Account and the General Fund Balance via the Movement in Reserves Statement during the year:

	Local Government Pension Scheme	
	2014-15 £000	2013-14 £000
Comprehensive Income and Expenditure Statement		
Cost of Services:		
Service cost comprising**:**		
• current service cost	3,023	2,931
• past service cost	12	61
• (gain)/loss from settlements	0	0
Financing and Investment Income and Expenditure:		
Net interest expense	424	472
Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	3,459	**3,464**
Other Post Employment Benefit charged to the Comprehensive Income and Expenditure Statement:		
Remeasurement of the net defined benefit liability comprising:		
• Return on plan assets (excluding the amount included in the net interest expense)	(13,103)	(7,297)
• Actuarial (gains) and losses arising on changes in demographic assumptions	0	6,651
• Actuarial (gains) and losses arising on changes in financial assumptions	20,075	(1,459)
Other experience (gains) or losses	(1,163)	125
Total Other Post-Employment Benefits charged to the Comprehensive Income and Expenditure Statement	**5,809**	**(1,980)**
Movement in Reserves Statement		
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	(3,459)	(3,464)
Actual amount charged against the General Fund Balance for Pensions in the Year:		
Employers contributions payable to scheme	**2,190**	**2,065**

Pensions Assets and Liabilities Recognised in the Balance Sheet

The amount included in the Balance Sheet arising from the authority's obligation in respect of its defined benefit plans is as follows:

	Local Government Pension Scheme	
	2014-15 £000	2013-14 £000
Present value of the defined benefit obligation	154,749	131,032
Fair value of plan assets	(138,212)	(121,573)
Sub-total	16,537	9,459
Other movements in the liability (asset)	0	0
Net liability arising from defined benefit obligation	**16,537**	**9,459**

Reconciliation of the Movements in the Fair Value of Scheme Assets

	Local Government Pension Scheme	
	2014-15 £000	2013-14 £000
Opening fair value of scheme assets	121,573	110,670
Interest income	5,189	4,947
Remeasurement gain/(loss):		
• the return on plan assets, excluding the amount included in the net interest expense	13,103	7,297
Contributions from employer	2,190	2,065
Contributions from employees into the scheme	835	781
Benefits paid	(4,678)	(4,187)
Closing fair value of scheme assets	**138,212**	**121,573**

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

	Local Government Pension Scheme	
	2014-15 £000	2013-14 £000
Opening balance at 1 April	131,032	120,710
Current Service Cost	3,023	2,931
Interest Cost	5,613	5,419
Contributions from scheme participants	835	781
Remeasurement (gains) and losses:		
• Actuarial (gains)/losses arising from changes in demographic assumptions	0	6,651
• Actuarial (gains)/losses arising from changes in financial assumptions	20,075	(1,459)
• Other experience (gains) or losses	(1,163)	125
Past service cost	12	61
Benefit paid	(4,678)	(4,187)
Closing balance at 31 March	**154,749**	**131,032**

Local Government Pension Scheme assets comprised:

	Fair Value of scheme assets	
	2014-15 £000	2013-14 £000
Cash and Cash equivalents	6,129	2,612
Equity Securities:		
• Consumer	20,827	20,463
• Manufacturing	12,131	10,884
• Energy and Utilities	6,151	6,267
• Financial Institutions	21,706	18,927
• Health and Care	9,194	8,414
• Information Technology	17,809	14,233
• Other	4,847	3,298
Debt Securities:		
• UK Government	2,819	3,063
Private Equity:		
All	7,527	7,404
Sub-total property		
Private equity:		
• UK Property	8,956	9,475
• Overseas Property	76	272
Investment Funds and Unit Trusts:		
• Equities	0	0
• Bonds	19,023	10,928
• Other	1,017	5,333
Total assets	138,212	121,573

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. The fund liabilities have been assessed by Hymans Robertson, an independent firm of actuaries, estimates for the fund being based on the latest full valuation of the scheme as at 31 March 2013.

The significant assumptions used by the actuary have been:

	Local Government Pension Scheme	
	2014-15	2013-14
Long-term expected rate of return on assets in the scheme:		
Equities	3.2%	4.3%
Bonds	3.2%	4.3%
Property	3.2%	4.3%
Cash	3.2%	4.3%
Mortality assumptions		
Longevity at 65 for current pensioners:		
Men	24.4 years	24.4 years
Women	25.8 years	25.8 years
Longevity at 65 for future pensioners:		
Men	26.9 years	26.9 years
Women	28.5 years	28.5 years
Financial assumptions		
Rate of inflation	2.8%	2.8%
Rate of increase in salaries	3.8%	4.1%
Rate of increase in pensions	2.8%	2.8%
Rate for discounting scheme liabilities	3.2%	4.3%

Sensitivity Analysis

The estimation of the defined obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analysis below have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme, i.e. on an actuarial basis using the projected unit credit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Change in assumptions at year ended 31 March 2015:	Approximate % increase to Employer Obligation	Approximate monetary Amount (£000)
0.5% decrease in Real Discount Rate	10%	15,860
1 year increase in member life expectancy	3%	4,642
0.5% increase in the Salary Increase Rate	3%	5,361
0.5% increase in the Pension Increase Rate	7%	10,145

Impact on the Council's Cash Flows

The objectives of the scheme are to keep employers' contributions at as a constant a rate as possible. West Sussex County Council, the Administering Authority of the scheme, commissioned the Actuary to carry out extensive modelling to explore the long term effect on the Fund of capping future contribution increases. For an employer that adopts such a strategy, this effectively means that they will pay slightly less than the theoretical contribution rate in 'bad' times but to justify this, they will in turn pay slightly more than the theoretical rate in 'good' times.

The result of the modelling work indicates that it is justifiable to limit employer contribution rate changes to +1%/-1% of employers' contributions per annum from 1 April 2011, subject to the Administering Authority being satisfied that the status of the employer merits adoption of the stabilised approach (i.e. they are low risk).

In the interest of stability and affordability of employer contributions, West Sussex County Council on the advice of the actuary believes that the results of the modelling demonstrate that stabilising contributions can still be viewed as a prudent longer-term approach.

Funding levels are monitored on an annual basis. The next triennial valuation is due to completed on 31 March 2016.

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to service after 31 March 2014 (or service after 31 March 2015 for other main existing public service pension schemes in England and Wales). The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants.

The Actuary estimates that the council's employer's contributions for the period to 31 March 2016 will be approximately £2,414,000. The Council's budget for 2015-16 includes £2,433,100 for total employer contributions to the Pension Fund.

The weighted average duration of the defined benefit obligation for scheme members is 18.9 years.

33. Contingent Liabilities

International Accounting Standard 37 (IAS37) requires the council to disclose contingent liabilities. These arise from past events that might result in an obligation on the council.

The council has a number of potential claims relating to planning applications. At this time the council is unable to provide a reliable estimate of amounts involved.

34. Contingent Assets

International Accounting Standard 37 (IAS37) requires the council to disclose contingent assets. These arise from past events that might provide a possible asset to the council.

There are no contingent assets that may materially affect the amounts included in any of the financial statements.

35. Nature and extent of risks arising from Financial Instruments

The council's activities expose it to a variety of financial risks, the key risks are:

- **Credit Risk** – the possibility that other parties might fail to pay amounts due to the council i.e. failure to meet their contractual obligations, potentially causing a loss to the council

- **Liquidity Risk** – the possibility that the council might not have the funds available to meet its commitments to make payments, thereby causing a loss to the other party

- **Market Risk** – the possibility that a financial loss might arise for the council as a result of changes to the value of a financial instrument due to changes in interest rates, market prices, exchange rates etc.

Overall Procedures for Managing Risk

The council's overall risk management procedure focuses on the unpredictability of financial markets, and seeks to minimise any potential adverse effects of those risks. The council gives priority to corporate risk management well beyond the focus upon traditional insurable risk. Both the Corporate Management Team and Corporate Governance and Audit Committee, under the direction of, and in accordance with the policies approved by Council, are responsible for the governance arrangements of risk management. The Council has adopted CIPFA's Treasury Management in the Public Services: Code of Practice and it has set treasury management indicators within its Treasury Management Strategy to control key financial instrument risks.

The financial risks posed to the council are considered by the Cabinet in relation to the Council's Financial Strategy, which sets out the anticipated spending plans of the Council for both revenue and capital for a five year period, and those plans are linked to the Treasury Management Strategy. The Treasury Management Strategy sets out the specific areas of risk and how they are managed in relation to interest rate risk, liquidity risk and the investment of surplus funds.

Credit Risk

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

The council seeks to minimise risk through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet the approved minimum credit criteria, as set out in the Strategy. Therefore the council only uses those banks and other financial institutions, which have been rated independently, and meet the criteria, set out in the table below. The Strategy also sets out the maximum amount of investment permitted with each institution dependent upon the counter parties rating scores

The criteria applied during the year were:

	Fitch	Moody's	S&P's	Maximum Investment Permitted
				£m
Money Market Fund	AAA	Aaa/	AAA	5
UK Government	-	-	-	unlimited
UK Local Authorities	-	-	-	5
Banks – Lower Limit	A-	A3	A-	2
Banks – Higher Limit	A+	A1	A+	5
Building Societies – Lower Limit	BBB+	Baa1	BBB+	2 (up to 6 months)
Building Societies – Higher Limit	A+	A1	A+	5
Building Societies – Non Rated (Assets £250m+)	BBB (if rated)	Baa1 (if rated)	BBB (if rated)	1 (up to 100 days)

The Investment Strategy also sets out the country and sector considerations to be taken into account when placing investments to ensure minimization of risk in relation to the country, group and sector exposure of the council's investments. In part the country selection will be chosen by the credit rating of the Sovereign state i.e. AAA (Fitch). In addition:

- No more than £5m is placed with any non-UK country at any time;
- The Limits above are in place to Group companies;
- Sector limits are monitored regularly for appropriateness.
- The Council operates a "Target" average credit rating of A+

The council continually monitored individual credit ratings and the financial standing of its counterparties throughout the year. Of the council's £40.7m investments as at 31st March 2015, all of which were either in UK banks, building societies or other local authorities.

The council's maximum exposure to credit risk at the balance sheet date in relation to its investments in the banks and building societies was £25.7m, and cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown it is rare for such entities to be unable to meet their commitments. A risk of un-recoverability applies to all of the council's deposits, but there was no evidence at the 31 March 2015 that this was likely to crystallise.

No credit limits were exceeded during the reporting period. To date, the council has not experienced any losses from non-performance by any of its counter parties in relation to its investments and none are currently anticipated in the coming reporting period.

The following analysis summarises the council's potential maximum exposure to credit risk based on other financial institutions experience of default and un-collectability over the last 5 years:

	Amount as 31 March 2015 £000	Historical Experience of default %	Historical experience adjusted for market conditions at 31 March 2015 %	Estimated maximum exposure to default & un-collectability at 31 March 2015 £000	Estimated maximum exposure at 31 March 2014 £000
Deposits with banks & financial Institutions	(a)	(b)	(c)	(a * c)	(a * c)
AAA rated counterparties	0	0.0%	0.0%	0	0
AA rated counterparties	12,705	0.03%	0.03%	4	2
A rated counterparties	9,008	0.07%	0.07%	6	10
Unrated Counterparties (BBB – Arlingclose Guide)	4,002	0.19%	0.19%	8	0
Local Authorities	15,049	0.0%	0.0%	0	0
Trade Debtors	2,975	15.05%	10.97%	448	191
Total	43,739			466	203

The council does not generally allow credit for customers, as all accounts raised are due within seven days. The past due amounts from trade customers can be analysed by age as follows:

	31st March 2015 £'000	31st March 2014 £'000
Less than 90 days	58	658
91 to 360 days	44	73
More than 361 days	174	158
	276	889

In considering the customers of the council, it has a prudent bad/doubtful debt set aside allowance (see Note 13) to cover cases of default.

Liquidity Risk

The council has been debt free since 2001. Apart from a single finance lease entered into in 2014-15 (See Note, 29), no borrowing was undertaken in the current reporting period and it is not anticipated that any borrowing will take place in the coming period. As such, the envisaged liquidity risk under the Code does not apply, as the council has no exposure where it needs to replenish any borrowings when the prevailing market may have high interest rates. In terms of the council meeting its financial obligations, the council is able to access its agreed overdraft facility to cover any short-term cash deficits. In the longer term should the council require to raise finance there is no significant exposure to risk, as it has access to longer term loans which are readily available from the Public Works Loans Board.

The council's Strategy states that 65% of investments are to remain liquid (specified investments) with a maturity date of 12 months or less, thereby ensuring flexibility in its cash flow management.

Market Risk

Interest Rate Risk

The council is exposed to risk in terms of its exposure to interest rate movements on its investments. Movements in interest rates have a complex impact on the council, for instance, a rise in interest rates would have the following effects on its investments:

- Investments at variable rates – the interest income credited to the Surplus or Deficit on the provision of services will rise

- Investments at fixed rates – the fair value of the assets will fall.

The council has invested mainly short term in the current reporting period. Depending on rates, funds were placed either on call or up to 6 months, being the maximum investment maturity limit suggested by the Council's treasury management consultants, Arlingclose Ltd. This approach reflects the potential risk should any bank or building society fail and the new bail-in rules (whereby the Council would bear the cost of any default) were applied. For this reason, during 2014-15 no new long-term investments were undertaken with banks and building societies. Moreover, rates offered by Local Authorities were unattractive. Consequently, the value of long-term investments held at 31 March 2015 reduced to £8m compared with £11m at the same point the previous year.

The council has a number of strategies for managing interest rate risk, as the policy states the aim is to keep investments up to a maximum of 60% at variable interest rates, so that the treasury management operations can react to market rate fluctuations, taking into account the maximum limit for fixed interest rates of 100%. The council sets out the maximum amount of investments that can be placed for more than 12 months.

When the Cabinet considers the spending plans of the council as part of the annual budget and a review of the Financial Strategy, which is linked to both the Treasury Management and capital spending plans, a prudent view of future interest rates is taken in order to minimise any potential exposure to the risk of changing interest rates.

In relation to risk the council's Treasury Management Strategy stated for 2014-15:

"The council's investment strategy primary objectives are safeguarding the re-payment of the principal and interest of its investments on time first and ensuring adequate liquidity second – the investment return being a third objective. Following the economic background regarding the banking crisis and world economy, the current investment climate has one over-riding risk consideration that of counterparty security risk. As a result of these underlying concerns officers continue to review the operational investment strategy, which tightens the controls already in place in the approved investment strategy."

According to this investment strategy, if interest rates had been 1% higher (with all other variables held constant) the financial effect would have been:

	2014-15 £'000
Increase in interest receivable on variable rate investments	(73)
Impact on surplus or deficit on the provision of services	(73)
Decrease in fair value of fixed investment assets	153
Impact on other Comprehensive Income and Expenditure	153

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 invest in equity shares, so is not exposed to losses arising from movements in the prices of shares.

Foreign Exchange Risk
The council has no financial assets or liabilities denominated in foreign currencies and therefore have no exposure to losses arising from movements in exchange rates.

Collection Fund Statement

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

	2013-14			2014-15		
Collection Fund Income and Expenditure Account for the year ended 31 March 2014	**Business Rates**	**Council Tax**	**Total**	**Business Rates**	**Council Tax**	**Total**
	£000	**£000**	**£000**	**£000**	**£000**	**£000**
INCOME						
Council Tax Receivable		73,230	73,230		74,428	74,428
Government grants credited to the Collection Fund		-	-		11	11
Business Rates Receivable	43,502		43,502	43,308		43,308
Transitional Protection payments received	0		0	0		0
Total Income	43,502	73,230	116,732	43,308	74,439	117,747
EXPENDITURE						
Apportionment of Previous Year Estimated Surplus / (Deficit)						
Central Government	0		0	(39)		(39)
West Sussex County Council	0	(506)	(506)	(8)	(53)	(61)
Chichester District Council	0	(77)	(77)	(32)	(8)	(39)
The Police and Crime Commissioner for Sussex		(60)	(60)		(6)	(6)
	0	(643)	(643)	(79)	(67)	(146)
Precepts, Demands and Shares						
Central Government	20,785		20,785	21,278		21,278
West Sussex County Council	4,157	57,189	61,346	4,256	57,824	62,080
Chichester District Council	16,627	8,977	25,604	17,022	9,297	26,319
The Police and Crime Commissioner for Sussex		6,813	6,813		7,022	7,022
	41,569	72,979	114,548	42,556	74,143	116,699
Charges to the Collection Fund						
Write-offs of uncollectable amounts	73	125	198	394	163	557
Increase / (Decrease) in Bad Debts Provision	105	25	130	(114)	7	(107)
Increase / (Decrease) in Provision for Appeals	2,081		2,081	1,065		1,065
Cost of Collection Allowance	192		192	197		197
Disregarded amounts	0		0	45		45
Transitional Protection payments made	98		98	121		121
	2,549	150	2,699	1,708	170	1,878
Total Expenditure	44,118	72,486	116,604	44,185	74,246	118,431
Surplus / (Deficit) arising during the year	(616)	744	128	(877)	193	(684)
Surplus / (Deficit) b/fwd 1 April	0	(595)	(595)	(616)	149	(467)
Surplus / (Deficit) c/fwd 31 March	(616)	149	(467)	(1,493)	342	(1,151)

Notes to the Collection Fund Account

1. General

This statement reflects the statutory requirement for the council, as the billing authority for the Chichester District, to maintain a Collection Fund that is separate from the main accounts of the council. The Collection Fund accounts for the income relating to council tax and non-domestic rates on behalf of those bodies for which the income has been raised. The costs of administering the collection of this income are accounted for in the General Fund.

2. Income From Business Rates

The Council collects national non-domestic rates (NNDR) for its area based upon the rateable values provided by the Valuation Office Agency (VOA), multiplied by a uniform business rate multiplier set national by the government.

The Business Rates Retention Scheme was introduced from 1 April 2013. Since this date the income that the Council collects from NNDR is shared between central government, the district council and other major precepting bodies (such as West Sussex County Council in Chichester's case). The main aim of the scheme (known as the Business Rates Retention scheme) is to give councils a greater incentive to grow businesses in their area. It does however also increase the financial risk due to non-collection and the volatility of the NNDR aggregate rateable value.

For Chichester the local share is 40%. The remainder is distributed to the other preceptors; central government (50%) and West Sussex County Council (10%).

The business rates shares payable were estimated before the start of the financial year as £21.278m to Central Government, £4.256m to West Sussex County Council, and £17.022m to Chichester District Council. These sums have been paid in 2014-15 and charged to the collection fund in the year.

As part of the Scheme, the government set a business rates baseline for each authority identifying the expected level of retained business rates and a top up or tariff amount to ensure that all authorities receive their baseline funding amount. Tariffs payable to Central Government are used to pay the tops ups to those authorities who do not receive their baseline funding amount. In respect of Chichester, the council was required to make a tariff payment of £15.014m from its General Fund in 2014-15.

In addition to the top up, a safety net figure is calculated at 92.5% of the baseline funding amount which ensures that authorities are protected to this level of business rates income. The safety net figure for Chichester is £1.855m. The council did not qualify for a safety net payment in 2014-15.

Councils are also liable for refunding ratepayers who have successfully appealed against the business rates charged to their businesses, in their proportionate share. A provision has therefore been recognised for the best estimate of the amount that businesses have been overcharged up to 31 March 2015. The total provision required at 31 March 2015 has been calculated at £3.146m.

The total non-domestic rateable value at the 31 March 2015 was £110,437,297 (compared with £109,232,878 on 31 March 2014). The national multipliers for 2014-15 were 48.2p (47.1p in 2013-14) for the standard non-domestic rating multiplier, and 47.1p (46.2.0p in 2013-14) for qualifying small businesses.

The surplus or deficit on the Collection Fund for business rates at the end of the year is required to be distributed to or made good by contributions from the Council, West Sussex

County Council and the government in relation to business rates in a subsequent financial year.

3. Council Tax

Council Tax derives from charges raised according to the value of residential properties which have been classified into nine valuation bands (A-H). Individual charges are calculated by estimating the amount of income required to be taken by the Collection Fund for the forthcoming financial year and dividing this by the Council Tax base (i.e. the equivalent number of Band D dwellings).

The Council Tax base is the amount required by the Local Government Finance Act 1995, to be used in the calculation of the council tax by Chichester District Council, Parish Councils, West Sussex County Council and The Police and Crime Commissioner for Sussex. Each authority uses the approved tax base to calculate the amount of precept payable to it from the Collection Fund. The tax base is calculated by reference to the number of chargeable dwellings listed in each valuation band, adjusted for estimated new, exempt, demolished and void properties in the year. Further adjustments are made in respect of the estimated number of discounts to be given and an allowance for the estimated losses on collection.

For council tax setting purposes, the number of dwellings in each valuation band, converted to Band D equivalents and allowing for a collection rate 99.0%, was estimated to be as follows:

Council Tax Band	No. of Chargeable Dwellings	Ratio to Band D	Chargeable Base	Tax Base
Disabled Band A	2.7	5/9	1.5	1.5
Band A	2,184.6	6/9	1,456.4	1,441.8
Band B	4,590.5	7/9	3,570.4	3,534.7
Band C	12,029.2	8/9	10,692.6	10,585.7
Band D	10,429.5	9/9	10,429.5	10,325.2
Band E	7,383.5	1/9	9,024.3	8,934.0
Band F	5,129.7	13/9	7,409.6	7,335.5
Band G	5,094.3	15/9	8,490.4	8,405.5
Band H	1,051.4	18/9	2,102.9	2,081.8
Total	**47,895.4**		**53,177.6**	**52,645.7**

Adjustments required as per The Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003

Classes A & B (Second homes)	**1,517.3**
Class C (Exempt properties)	**468.9**
Tax base reduction for Council tax support	**(4,868.3)**
Tax Base	**49,763.6**

The surplus or deficit on the Collection Fund for council tax at the end of the year is required to be distributed to or made good by contributions from the Council, West Sussex County Council and The Police and Crime Commissioner for Sussex in a subsequent financial year.

Accrual
This concept recognises income and expenditure as it is earned or incurred, not as the money is received or paid.

Asset
An object tangible or intangible, that is of value to its owner. Tangible assets include land and buildings, plant and machinery, and fixtures and fittings. Intangible assets include goodwill, computer software licenses, copyright and patents.

Actuarial Gains & Losses Re-measurement of Net Defined Benefit Liability (Pension)
Actuaries assess financial and non-financial information provided by the council to project levels of future pension fund requirements. Changes in actuarial surpluses or deficits can arise leading to a loss or a gain due to:

- events have not coincided with the actuarial assumptions made for the last valuation
- the actuarial assumptions have changed

Agency Services
These are services that are performed by or for another Authority of public body where the principal (the Authority responsible for the service) reimburses the Agent (the Authority carry out the work) for the costs of the work.

Appointed Auditors
The Audit Commission appoints external auditors to every local authority from one of the major firms of registered auditors. Ernst Young LLP is the Council's appointed Auditor.

Billing Authority
The local authority responsible for administering the collection fund. In shire areas the District Council is the billing authority.

Capital Expenditure
Expenditure on the acquisition or construction of non-current assets or expenditure that adds to and not merely maintains the value of an existing non-current asset that has a long-term value to the authority e.g. land and buildings.

Capital Adjustment Account (CAA)
A book-keeping reserve which forms part of the capital accounting system and is not available for use. It represents amounts set aside from revenue resources or capital receipts to finance expenditure on non-current assets or for the repayment of external loans.

Capital Programme
The authority's plan of capital projects and spending over future years. Included in this category is the purchase of land and buildings, the construction of new buildings, design fees, and major items of equipment.

Capital Receipts
Income from the sale of land or buildings which can be (partially) used to finance new capital expenditure, or to repay outstanding debt on assets originally financed from loan.

Carrying Amount
The cost or value less depreciation.

Central Services to the Public
This covers services to the public that are often provided by central departments and includes Local Tax Collection, Elections, Emergency Planning Local Land Charges and General Grants.

CIPFA
The Chartered Institute of Public Finance and Accountancy

Community Assets
Assets that the Council intend to hold in perpetuity, that have no determinable useful life and that may have restrictions on their disposal.

Contingent Liability
A liability that, at the balance sheet date, can be anticipated to arise if a particular event occurs. A typical example is a court case pending against the Council, the outcome of which is uncertain, but if the judgement were to be awarded against the Council the contingent liability would be required.

Creditors
A creditor is an organisation, body or individual from whom the Council has purchased goods or services but the payment for which has not been made.

Current Service Cost
The increase in the present value of the defined benefit obligation resulting from employee service in the current period.

Curtailment
Curtailments show the cost of the early payment of pension benefits if any employee has been made redundant in the previous financial year.

Debtors
Organisations, bodies or individuals who have received goods or services from the Council for which the payment has not been received.

Deferred Credit
This is income that has been received before the period or periods to which it relates. The income is shown in the Balance Sheet.

Deficit
A deficit will arise where expenditure exceeds income. A deficit can be financed by reserves.

Depreciation
An annual charge made in the Council's revenue account to reduce the value of an asset held on the balance sheet over a period of years.

Existing Use Value
This is a method of valuing property that achieves a valuation based on the current use of the asset.

Fair Value
Fair Value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arms-length transaction. For land and buildings it is the amount that would be paid for an asset in its existing use.

Finance Lease
A finance lease is a lease that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee.

Financial Instruments
A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another. In a simple terms it covers both financial assets and financial liabilities such as trade debtors and trade creditors, to the more complex of derivatives e.g. swaps, and embedded derivatives e.g. debt instruments with embedded swaps.

General Fund
The main revenue fund of the Council that contains the net cost of all services provided by the District Council financed by local taxpayers and government grants.

Gross Book Value (GBV)
The GBV of a non-current asset is the purchase of re-valued value before depreciation has been

deducted.

Heritage Asset
An asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture.

Historic Cost
The carrying amount of an asset as at 1 April 2007 (the date the revaluation reserve was created) or at the date of acquisition, whichever date is the later, and adjusted for subsequent depreciation or impairment (if applicable).

IFRS
International Financial Reporting Standards. These are defined accounting standards that must be applied by all reporting entities to all financial statements in order to provide a true and fair view of the entity's financial position, and a standardised method of comparison with financial statements of other entities.

Impairment Loss
A significant decline in the value of an asset that is specific to that asset.

Infrastructure Assets
Assets that form the fabric of the land and provide a valuable service such as land drainage channels, footpaths and roads.

Intangible Asset
These assets lack physical substance and represent purchased software and software licences.

Investment Property
An asset that is solely used to earn rentals, for capital appreciation, or both.

Irrecoverable Surplus (Pension)
The employer may not control or be able to benefit from the whole of a surplus – it may be so large that the employer cannot absorb it all through reduced contributions. The amount recoverable through reduced contributions reflects the maximum possible to be recovered without assuming an increase in the number of employees covered by the scheme.

Liability
An obligation to transfer economic benefits (usually money) as a result of a past transactions, for example the purchase of services will generate a liability to pay that suppler for the services received.

Market Value
This term is generally applied to the valuation of non-current assets. The market Value is the value that could be achieved if the asset were offered for sale with no restrictions that could affect its value.

Materiality
An item would be considered material to the financial statements if, through its omission or non-disclosure, the financial statements would no longer show a true and fair view.

National Non-Domestic Rates (NNDR) or Business Rates
This is a levy (or tax) charged on the rateable value of non-domestic properties (business properties) based upon a national rate in the pound set by the Government applicable to all local authorities. The proceeds are collected by the council and then redistributed to preceptors in accordance to the proportions (shares) prescribed in the Business Rate Retention Scheme.

Net
This term is used where income for a service has been taken into account (i.e. offset against expenditure) thus reducing the total cost of that service.

Net Book Value
The purchase value or revalue of an asset less depreciation that has been applied to the asset since its purchase or revaluation.

Net Current Replacement Cost
Gross current replacement cost reduced to reflect obsolescence and environmental factors.

Net defined benefit liability *(asset)* (Pension)
The present value during the period in the net defined benefit liability obligation less the fair value of the plan assets (adjusted for the asset ceiling).

Net interest income *(expense)* (Pension)
The change during the period in the net defined benefit liability (asset) that arises from the passage of time. This includes allowance for interest on the current service cost.

Net Realisable Value
The existing use value of the (non-current) asset less any additional costs likely to be incurred in getting the assets into the ownership of the customer.

Non-Current Assets
Tangible and Intangible assets that yield benefits to the authority for a period of more than one year e.g. land and buildings.

Non-distributed Costs
This mainly relates to retirement benefits and charges in relation in relation to non-operational assets.

Outturn
Total income and expenditure in the financial year.

Past Service Cost (Pension)
The change in the present value of the defined benefit obligation for employee service in prior periods, resulting from a plan amendment (the introduction or withdrawal of, or changes to, a defined benefit plan) or a curtailment (a significant reduction by the entity in the number of employees covered by the plan).

Precept
The levy (demand) made by the County Council, Parish and Town Councils, on the District Council's Collection Fund for their net expenditure requirements.

Present value of defined benefit obligation (Pension)
The present value, without deducting any plan assets, of expected future payments required to settle the obligation resulting from employee service in the current and prior periods.

Property, Plant and Equipment
Assets held, occupied, or used or consumed by the Council in the direct delivery of the services for which it is has a either a statutory or a discretionary responsibility.

Provisions
Amounts set aside to meet liabilities or losses which are likely to occur, or certain to occur in the future, but where the exact amounts and/or dates are uncertain.

Reserves
Amounts set aside to meet capital or revenue expenditure which do not fall under the definition of Provisions.

Revenue Expenditure
Day to day expenditure on the running of services. Includes staff costs, utility charges, rent and business rates.

Revenue Expenditure Funded from Capital under Statute (REFCUS)
Expenditure incurred in the year that may be capitalised under statutory provision but that does not result in the creation of a non-current asset that has been charged as expenditure to the Comprehensive Income and Expenditure Statement.

Revaluation Reserve (RR)
A reserve that over time will be built up by the upward revaluations of individual assets of the Council.

Revenue Support Grant (RSG)
A general government grant in support of local authority expenditure, fixed each year in relation to Standing Spending Assessment.

SeRCOP
The Service Reporting Code of Practice is the authoritative guide to financial reporting for local authorities in England and Wales. It is reviewed annually and establishes proper practices to ensure consistent and therefore comparable financial reporting for services.

Settlement (Pension)
Settlement occurs when the council enters into a transaction that eliminates all further legal or constructive obligation for part or all of the benefits provided under a defined benefit plan, for example, when a lump-sum cash payment is made to, or on behalf of, plan participants in exchange for their rights to receive specified post-employment benefits.

Surplus
A surplus will be generated where income exceeds expenditure. In some cases, a surplus will be transferred to an appropriate reserve.

Treasury Management
This is the process by which the Council controls its cash flow and its borrowing and lending activities.

Weighted average duration
The weighted average time until payment of all expected future discounted cashflows, determined based on membership and the financial and demographic assumptions as at the most recent actuarial valuation. The shorter the duration, the most 'mature' the employer.

Appendix 2

Analysis of Expenditure 2014-15

	2014-15 Gross Expenditure	2014-15 Gross Income	2014-15 Net Expenditure	2013-14 Net Expenditure
	£000	£000	**£000**	**£000**
Central Services to the Public				
Local Tax Collection	1,587	568	**1,019**	**1,071**
Elections	547	231	**316**	**220**
Emergency Planning	41	0	**41**	**75**
Local Land Charges	271	238	**33**	**3**
Total Central Services to the Public	**2,446**	**1,037**	**1,409**	**1,369**
Cultural and Related Services				
Culture and Heritage	1,331	136	**1,195**	**1,227**
Recreation and Sport	5,531	3,195	**2,336**	**3,189**
Open Spaces	1,013	200	**813**	**783**
Tourism	54	35	**19**	**45**
Total Cultural and Related Services	**7,929**	**3,566**	**4,363**	**5,244**
Environment and Regulatory Services				
Cemetery Services	168	85	**83**	**70**
Coast Protection	1,198	539	**659**	**467**
Environmental Health	2,633	973	**1,660**	**1,688**
Community Safety	832	329	**503**	**533**
Flood Defence and Land Drainage	45	37	**8**	**-3**
Street Cleansing	1,069	85	**984**	**886**
Waste Collection	1,515	100	**1,415**	**1,225**
Trade Waste	1,122	1,278	**-156**	**-45**
Recycling	1,922	1,227	**695**	**426**
Total Environment and Regulatory Services	**10,504**	**4,653**	**5,851**	**5,247**
Planning Services				
Building Control	538	465	**73**	**102**
Development Control	2,779	1,985	**794**	**1,348**
Planning Policy	691	30	**661**	**602**
Environmental Initiatives	339	147	**192**	**217**
Economic Development	1,516	1,731	**-215**	**46**
Community Development	753	147	**606**	**585**
Total Planning Services	**6,616**	**4,505**	**2,111**	**2,900**
Highways, Roads and Transport Services				
Traffic Management and Road Safety	34	0	**34**	**42**
Parking Services	2,216	5,415	**-3,199**	**-3,094**
Public Transport	7	6	**1**	**4**
Total Highways, Roads and Transport Services	**2,257**	**5,421**	**-3,164**	**-3,048**
Housing Services				
Housing Strategy	350	17	**333**	**354**
Registered Social Landlords	716	328	**388**	**226**
Private Sector Housing Renewal	961	543	**418**	**543**
Homelessness	715	459	**256**	**264**
Traveller Transit Site	240	0	**240**	**0**
Housing Benefits Payments	37,364	37,699	**-335**	**-108**
Housing Benefits Administration	1,085	514	**571**	**376**
Total Housing Services	**41,431**	**39,560**	**1,871**	**1,655**

Analysis of Expenditure 2014-15

	2014-15			2013-14
	Gross Expenditure	Gross Income	**Net Expenditure**	**Net Expenditure**
	£000	£000	**£000**	**£000**
Social Services				
Community Careline Service	1,064	979	**85**	**95**
Total Social Services	**1,064**	**979**	**85**	**95**
Corporate and Democratic Core				
Democratic Representation and Management	993	191	**802**	**1,018**
Corporate Management	1,165	28	**1,137**	**1,017**
Total Corporate and Democratic Core	**2,158**	**219**	**1,939**	**2,035**
Non Distributed Costs				
Non Distributed Costs *	43	0	**43**	**866**
Total Non Distributed Costs	**43**	**0**	**43**	**866**

* Non Distributed Costs - includes pension fund contributions, the costs of all unoccupied operational building space and the costs associated with the disposal of Council assets.

Cost of Services	**74,448**	**59,940**	**14,508**	**16,363**