

WEST LANCASHIRE BOROUGH COUNCIL

**AUDITED
STATEMENT OF ACCOUNTS**

FOR THE YEAR ENDED 31ST MARCH 2014

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INTRODUCTION

We are pleased to introduce West Lancashire Borough Council's audited Statement of Accounts.

The Statement shows the financial performance and financial position of the Council for 2013/2014. The publication of the Statement is a statutory requirement and demonstrates the Council's stewardship of public money over the last year.

The Audit and Governance Committee approved the Statement of Accounts at its meeting of 23rd September 2014 following the external audit of the accounts.

Edward Pope

Chairman of the Audit
And Governance Committee

Marc Taylor

Borough Treasurer

EXPLANATORY FOREWORD

Introduction

This publication contains the Council's Statement of Accounts for the year ended 31st March 2014.

These accounts provide details of the money that the Council spent on delivering services and where this money came from. The accounts also show the Council's financial performance and financial position for the year.

Stewardship of public money and best value

The accounts have been prepared in accordance with the statutory and accounting regulations that govern the Council's financial affairs. These rules are primarily designed to safeguard public money and to promote best value.

The Council's accounts are subject to scrutiny by its elected Councillors and its Internal and External Auditors to verify that these regulations are being followed.

In addition members of the public have a statutory right to inspect the accounts before the annual audit is completed. The availability of the accounts for inspection is advertised in the local press and on the Council's website.

Contents of the Accounts

The different parts of the Accounts and their purposes are set out below:

Annual Governance Statement

This outlines key elements of the Council's governance framework, provides a review of its effectiveness, and sets out plans for its future development.

Independent Auditor's Report

This report sets out the External Auditor's opinion on whether the Accounts present a true and fair view of the financial performance and position of the Authority, and whether the Council has proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Statement of Responsibilities

This summarises the responsibilities of the Council and its Chief Finance Officer in relation to the Statement of Accounts.

Movement in Reserves Statement

This statement shows the movement in the year on the different reserves held by the Council, analysed into usable reserves (which can be applied to fund expenditure or reduce taxation) and other reserves.

The Surplus or Deficit on the Provision of Services line shows the true economic cost of providing the Council'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 and the Housing Revenue Account for council tax setting and rent setting purposes.

The net increase / decrease before transfers to earmarked reserves line shows the statutory General Fund and HRA Balance before any discretionary transfers to and from earmarked reserves.

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. Councils raise taxation to cover expenditure in accordance with regulations and this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

Balance Sheet

This 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 Authority. Reserves are reported in two categories.

The first category of reserves are usable reserves, which may be used 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 may only be used to fund capital expenditure or to repay debt).

The second category of reserves is those that the Council 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. This category also includes reserves that hold timing differences shown in the Movement in Reserves Statement line "Adjustment between accounting basis and funding basis under regulations".

Cash Flow Statement

This shows the changes in cash and cash equivalents for 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 Council 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 which 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 to the Council.

Housing Revenue Account (HRA)

This summarises all transactions relating to the provision and maintenance of Council houses and flats, and reflects a statutory obligation to account separately for local authority housing provision.

Collection Fund

This account shows the income raised from Council Tax and Business Rates and how these funds are distributed to local authorities and central government.

Financial summary

The Council spent £83.481m in providing day-to-day services for the local community. The Council also invested £15.129m in capital projects during the year to maintain and develop the services that it provides. Total usable reserves decreased by £1.652m over the course of the year to £17.527m.

The following paragraphs provide an overview of the Statement of Accounts by highlighting its key features and figures.

Service Provision

In broad terms the following tables show where the money for providing services comes from and what it was spent on.

What the money is spent on

	2013/2014	2012/2013
	£'000	£'000
Central Services	6,411	15,739
Cultural and Leisure Services	4,670	3,910
Environmental Services	7,836	8,840
Highways, Roads and Transport	1,047	1,067
Housing Revenue Account	14,833	14,630
HRA Impairment	11,365	3,520
Other Housing Services	32,606	32,851
Planning and Development	4,713	3,773
Total	83,481	84,330

Where the money comes from

	2013/2014	2012/2013
	£'000	£'000
Council tax	6,511	7,444
General government grants and NNDR income	7,780	7,065
Housing rents	22,225	21,467
Service specific fees, charges and grants	42,025	53,026
All other items (net)	4,940	-4,672
Total	83,481	84,330

Major Issues in 2013/14

Local authorities in general faced a number of financial challenges in 2013/14, including reductions in government grant funding, the implementation of Business Rates Retention, and the replacement of Council Tax Benefit with discounts set locally through a Council Tax Support scheme. All of these changes have increased the financial risks to the Council.

Previously the Council received a grant allocation from a Central Business Rates Pool, having paid over all of the rates it collected to the Government. Under the new system, the Council retains a local share of net rates income, less a tariff paid to the Government, and a levy is payable or a safety net payment receivable depending on performance. Authorities can benefit from growth in rate income, but can also suffer financially if income performance is below target.

In the 2013/14 Local Government Finance Settlement, the Council received a cash limited allocation to fund Council Tax Support, which was 10% less than the previous Council Tax Subsidy would have been. The Council agreed a Council Tax Support scheme, which were intended to balance expenditure and the funding available. However, the risk that expenditure could exceed resources was passed to the Council.

Revisions have been made to IAS 19 Employee Benefits which require a change to pension disclosures and terminology. The change is effective from 1 April 2013 and have been reflected in the Council's 2013/14 financial statements, with a prior year adjustment made to the comparative figures for 2012/13. Details on the impact of this change are included in note 41.

Financial performance for the year

General Revenue Account (GRA)

This account shows income and expenditure for all services except Council housing. The Council set a net budget of £13.972m for the year for its GRA activities. The final outturn position shows a favourable budget variance of £0.208m, which represents 1.5% of the budget requirement. This favourable variance has mainly been achieved through Business Plan savings being delivered earlier than originally anticipated, the active management of staffing levels, and good income performance.

The Government's new Business Rate Retention system has necessitated the creation of a significant provision for NNDR appeals. This has produced a large deficit on the Business Rate Collection Fund in 2013/14. However this position will be mitigated and controlled through a Government NNDR Safety Net payment and the use of the Business Rates Equalisation Reserve.

Housing Revenue Account (HRA)

This account shows income and expenditure relating to the Council's housing stock. The Council set a budget of £25.142m for the year for its HRA activities, and the final position for the year was a surplus of £0.125m. which has been added to HRA Balances.

HRA Earmarked Reserves reduced by £3.366m, which mainly reflected funds being used to finance the Housing Public Sector capital investment programme.

The financial performance for the year on both the GRA and the HRA was broadly in line with the overall budget, while the level of balances and reserves continues to be adequate for prudent financial management.

Capital investment in the year

Each year the Council invests money to buy new infrastructure, buildings and equipment and to pay for long-term improvements to its existing assets. This spending is needed to maintain and develop the services that the Council provides.

The following tables provide a breakdown of the total investment for the year.

Where the money comes from

	2013/2014 £'000	2012/2013 £'000
Capital Receipts	1,160	1,285
Government Grants and Other Contributions	988	2,212
Revenue Contributions	12,981	6,744
Total	15,129	10,241

What the money is spent on

	2013/2014 £'000	2012/2013 £'000
Property, Plant and Equipment	13,635	7,890
Other long term assets	198	21
Revenue Expenditure Funded from Capital	1,068	2,102
Other	228	228
Total	15,129	10,241

Financial position

The main assets of the Council are its housing stock and the other land, buildings and equipment that it owns. Total long term assets have been valued at £195.120m in the accounts. The Council had a total net worth of £73.433m at 31st March 2014, taking into account all of its assets and liabilities.

Significant issues in the accounts

The value of the net pension liability in the accounts has reduced by £10.108m to £45.876m. The net pension liability represents the excess of long term accrued liabilities, assessed on a prescribed basis, compared with the market value of pension assets. Statutory arrangements for the funding of the pension scheme mean that the financial position of the Council remains healthy. The improved position in the year is mainly a result of actuarial gains on the pension fund.

There has been a significant increase in the value of Investment Properties of £4.507m. This partly reflects movements in the market value of these properties but also reflects the re-categorisation of other assets to Investment Properties.

An impairment charge of £11.365m on Council dwellings was made to the HRA in the year. This was primarily as a result of an element of the Housing capital programme not increasing the book value of these properties. This position was reached after consultation with the Council's Estates section, who reviewed the elements of the capital programme and assessed those elements that increased the book value of properties and those that could be discounted

The value of both Debtors and Creditors has increased in the year (see notes 18 and 20). This is largely a result of the introduction of the new Business Rate Retention System.

The introduction of the new local Council Tax Support Scheme to replace Council Tax Benefit has had the impact of significantly reducing Central Service expenditure

and grant income. This is the main reason why the value of grant income has reduced from £42.962m to £32.487m compared to the previous year.

The Council agreed a set of Major Service Review proposals that were implemented in time for the 2013-14 financial year. These proposals included efficiency savings, increases in income, and spending reductions in non-priority areas. This forms part of the planned approach for dealing with the very difficult financial position facing the Council.

At the start of the year the Council has £88.212m of external borrowing that was taken out with the Public Works Loans Board to finance the introduction of the HRA Self Financing system. No additional external borrowing was taken out in the 2013-14 financial year

Future revenue spending and capital investment plans

The Council is facing a difficult medium term financial position as a result of the Government reducing the funding it provides to all local authorities and the challenging economic climate. The Council will meet this challenge through a medium term business plan process which will identify a programme of savings to meet the anticipated budget gap while protecting service levels as far as possible. Details on this business plan process have been the subject of a number of reports to Council, and further details can be found at:

<http://www.westlancs.gov.uk/businessplan>

The budget that was set for 2014-15 contained a range of efficiency and savings measures but did not include any significant service reductions.

The Council is very aware of the pressure on our resident's finances due to the difficult financial climate. Consequently it was decided to freeze the Council tax level for the fifth year in a row. This continues our track record of delivering affordable Council tax increases.

Looking to the future, it is expected that a further Major Service Review will be completed during the year and reported to Council. This Review is one of the key work streams in the business plan, and will set out a series of proposals concerning how services could be restructured to produce the savings necessary to balance the budget in future years.

The capital programme for 2014-15 is based on a budget of £20.238m as set out below. This is more than the previous year, and largely reflects the increased funding available for investment in the Housing Stock as a result of the implementation of the HRA self financing system. The budget that was set for the HRA for 2014-15 has been significantly influenced by this system, and the HRA Business Plan sets out projections of future expenditure and resources over a 30 year period.

Key elements of the programme include:

- Improving the condition of the Council's housing stock
- An Environmental / Town and Village Centre Improvement Scheme
- Investment in ICT development and infrastructure
- Housing Renewal Grants and Financial Assistance to private sector housing residents
- Disabled Facilities Grants for private sector housing residents
- Improvements to a number of Play Areas and Parks
- Corporate Property investment in the ongoing enhancement and improvement of the Council's buildings
- Funding to develop and / or restructure our commercial property portfolio

Sources of funding for the capital programme

	2014/2015 £'000	2013/2014 £'000
Capital grants	454	160
HRA funding	11,078	8,815
Capital receipt funding	1,888	2,016
Borrowing	6,704	7,558
GRA funding	114	1,048
Total	20,238	19,597

Further information

It is the Council's policy to provide full information about its financial affairs. Further details about the accounts, and summary versions of the statement in other languages, can be obtained by:

- E-mailing Marc.Taylor@westlancs.gov.uk
- Telephoning (01695) 585092
- Writing to West Lancashire Borough Council
52 Derby Street
Ormskirk
Lancashire L39 2DF

WEST LANCASHIRE BOROUGH COUNCIL

2013/14 ANNUAL GOVERNANCE STATEMENT

SCOPE OF RESPONSIBILITY

West Lancashire Borough Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for and used economically, efficiently and effectively. The Council also has a duty to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

To discharge this overall responsibility, the Council must have in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which include arrangements for the management of risk.

West Lancashire Borough Council has approved and adopted a Local Code of Corporate Governance, which is consistent with the principles of the CIPFA/SOLACE Framework *Delivering Good Governance in Local Government*.

This statement explains how the Council has complied with the code and also meets the requirements of the Accounts and Audit Regulations 2011, in relation to the production of an Annual Governance Statement.

THE PURPOSE OF THE GOVERNANCE FRAMEWORK

The governance framework comprises the systems, processes, culture and values by which the Authority is directed and controlled and the mechanisms through which it accounts to, engages with and leads the community. It enables the Authority to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

The governance framework has been in place at West Lancashire Borough Council for the year ended 31 March 2014 and up to the date of approval of the statement of accounts.

THE GOVERNANCE FRAMEWORK

The Council has in place a comprehensive governance framework designed to regulate, monitor and control its various activities in its pursuit of its vision and objectives.

The key elements of the framework include:

The principal statutory obligations and functions of the Authority are identified in the Constitution and reflected in the Budget and Policy Framework which is approved by Council.

The Council reviews its vision and priorities regularly. A statement of the current vision, values and priorities is available in a number of formats and, together with a number of other documents referred to in this Annual Governance Statement, can be viewed online on the Council's [website](#).

The Council's Business Plan sets out how it will deal with the very difficult financial challenges facing all local authorities as a result of government decisions on grant funding reductions and the challenging economic climate. It also contains details of the priority delivery projects that are designed to drive forward progress against priorities.

The Council's Covalent Performance Management System is used to monitor achievement of the Council's objectives and progress against priority delivery projects. Information from this system is presented to Management and Members on a regular basis and there is a Data Quality protocol in place to ensure the accuracy of this information.

The innovative Joint Managing Director structure continues to provide high quality management for the Council.

The Council has a number of core customer service standards which apply to all customers and staff. These corporate customer care standards provide a clear commitment of our desire to provide a high quality of customer service. They include response times for letters and emails, telephone calls, complaints, visits to our offices, visits to customer's homes and out of hours emergencies. They cover targets and the attitude and behaviour of staff and customers.

The Council has in place Codes of Conduct which set out the standards of behaviour expected of all members and officers. These are provided to all members and officers on appointment and are also available on the Council's website. The Council also has a Standards Committee whose role is to promote and maintain high standards of conduct.

A corporate Equality and Diversity steering group is in place which meets periodically to ensure the Council complies with its duties under Equality legislation.

The Council's Constitution clearly sets out the respective roles and responsibilities of the Council, its Executive and Overview and Scrutiny functions, and delegations

to Committees, Portfolio holders and Chief Officers as well as those functions which, by Statute, are to be exercised by a designated "Proper Officer".

As part of the Constitution the Council has agreed a Protocol on Member/Officer Relations and Conventions for the Management of Council Business.

The Council's professionally qualified Chief Finance Officer (the Borough Treasurer) is responsible for the proper administration of its financial affairs. The Officer attends Council, Cabinet and Directorate Service Head meetings and has a direct reporting line to the Joint Managing Directors. Financial advice is provided for all the key decisions that are made.

A Medium Term Financial Forecast and Treasury Management Strategy, which fully assesses the potential financial risks to the Authority, are in place and are reviewed regularly. Standing orders and financial regulations, that detail the Authority's financial management arrangements, are also maintained and reviewed and updated periodically.

The Council has a comprehensive Risk Management process in place which is fully embedded throughout the Authority and forms an integral part of the management process. This includes a dedicated resource committed to this area of work to ensure consistency and compliance throughout the Authority. In addition all reports to Council and Cabinet have a risk assessment section.

The Council's Audit and Governance Committee undertakes the core functions of an audit committee as identified in CIPFA's publication *Audit Committees – Practical Guidance for Local Authorities*. The Committee receives regular reports on governance issues from both officers and the Council's external auditors.

The Council's Monitoring Officer Protocol sets out how the Council deals with issues of concern including legality, probity, vires and constitutional issues.

The Council is committed to the highest possible standards of openness, probity and accountability and has in place a formal Complaints Procedure, Anti-Money Laundering Policy, Whistleblowing Code and Anti-Fraud, Bribery and Corruption Policy. The Council has a zero tolerance policy towards fraud and corruption. The Council's Whistleblowing Code provides the opportunity for anyone to report their concerns confidentially and enable them to be investigated properly.

In accordance with best practice the Council has in place Senior Information Risk Owners arrangements. The arrangements ensure suitable allocation of responsibilities for information systems through a network led by the Borough Solicitor.

Recruitment Procedures are in place to ensure the appointment of appropriately skilled employees. An induction process is also in place for employees along with guidance for Managers on how to induct new employees into their teams. Ongoing training needs are identified through a Development Appraisal Scheme.

The Council is committed to consulting local people and a 'Your Views' section is available on the Council's website dedicated to engaging the public.

West Lancashire Borough Council Statement of Accounts 2013/2014

The Council has in place a Protocol which sets out how the essential elements of local governance, accountability and transparency will be maintained within any proposed arrangements for service delivery through partnerships.

FINANCIAL MANAGEMENT ARRANGEMENTS

The Authority's Financial Management arrangements conform with the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010).

REVIEW OF EFFECTIVENESS OF THE COUNCIL'S GOVERNANCE FRAMEWORK

West Lancashire Borough Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of Heads of Service and Managers within the Authority who have responsibility for the development and maintenance of the governance environment, by the Head of Internal Audit's annual report, and also by the work undertaken by the External Auditors and other review agencies and inspectorates.

The Council is ultimately responsible for maintaining an up to date governance framework which is chiefly contained in its Constitution and is made up of its standing orders, financial regulations and scheme of delegation together with various associated policies and procedures.

Our most recent Annual Audit Letter from Grant Thornton concluded that the Council has effective arrangements in place for internal control.

As part of the procedure for producing this statement, the Council's Heads of Service and Senior Managers are required to review whether there are any significant control or governance issues that require addressing. In the Street Scene Service improved record keeping and monitoring of the vehicle maintenance contractor was implemented in Autumn 2013 as a result of inspections in relation to the Council's vehicle operator licence and this work was completed by the year end.

The Borough Treasurer, who has overall responsibility for the Authority's financial framework, has not identified any significant governance or internal control issues in relation to financial matters. In carrying out a continuous audit of the Council's business, the Internal Audit Section review the effectiveness of key elements of the Council's governance arrangements and report to the Audit and Governance Committee accordingly. The Internal Audit Manager's Annual Report for 2013/14 does not identify any serious deficiencies in the Council's internal control mechanisms.

The Audit and Governance Committee are charged with monitoring Contract Procedure Rules, Financial Regulations and other provisions of the Constitution. This Committee also considers how well the Council has complied with its own and other published standards and controls in so far as these contribute to the adequacy of its framework of internal control.

We have been advised on the implications of the review of the effectiveness of the governance framework by the Audit and Governance Committee, and plans to address development issues and ensure continuous improvement of the system are in place.

PROGRESS ON ISSUES IDENTIFIED IN THE LAST ANNUAL GOVERNANCE STATEMENT

FINANCIAL CHALLENGES AND THE BUSINESS PLAN

Due to robust financial monitoring and management the Council has achieved a favourable budget variance for 2013-14 and has set a balanced budget for 2014-15. Consequently the Council is taking appropriate action to secure a stable financial position and this position has been confirmed in our latest Annual Audit letter.

DATA PROTECTION

Steady progress has been made in implementing the Data Protection action plan during the course of the year and in further developing our procedures and processes to minimise risks. Consequently, the Borough Solicitor (who is the Council's Senior Information Risk Owner) has concluded that our arrangements demonstrate a satisfactory level of compliance having regard to best practice requirements. There are also arrangements in place, such as a data protection working group and a network of responsible officers within services, which will ensure the continued development of the data protection framework. Further assurance will also be sought from LCC/BTLS (who provide our Revenues, Benefits and IT services) on the data protection measures they have in place.

REVENUES AND BENEFITS

The implementation of a new IT system providing an integrated platform across the Revenues and Benefits service is complete. The system is calculating and recording customer transactions accurately and greater integration has improved the efficiency of the service. The on-going operation of the system does not present any significant governance issues.

CURRENT SIGNIFICANT GOVERNANCE ISSUES

FINANCIAL CHALLENGES AND THE BUSINESS PLAN

The Council currently has a healthy financial position and is on course to achieve its business plan target of 30% savings by the end of the four year period 2011-2015. However, looking to the future further significant savings will need to be made to ensure a balanced budget position is achieved over the medium term. The next business plan covering the period 2015-2018 is currently being developed and will set out how these savings will be achieved. This savings programme may create significant risks in the governance framework that will need to continue to be managed and reviewed effectively.

SICKNESS

Over the last 12 months the Council's sickness level has been above target and would appear to be higher than a significant number of other Lancashire districts. Benchmarking with other authorities, and tackling sickness levels will be a priority task moving forward and a number of new measures will be added to the existing sickness management framework including additional resources to support managers in improving performance.

BENEFITS PROCESSING

From 2012 the Benefits service underwent a period of significant change including new rules on entitlements to Housing Benefit, the introduction of new software, and the replacement of Council Tax Benefits with a Localised Council Tax Support Scheme. Internal and external audit work identified an increase in the volume of errors over this period which was reported to Members. An improvement plan drawn up to address this issue has been presented to the Audit and Governance Committee by the BTLS Director of Revenues and Benefits, and performance will be closely monitored to ensure that the plan is successfully implemented.

We propose to monitor the above issues over the coming year and to take steps to maintain and develop our governance arrangements.

SIGNED:

Date

LEADER

SIGNED:

Date

MANAGING DIRECTOR (PEOPLE AND PLACES)

SIGNED:

Date

MANAGING DIRECTOR (TRANSFORMATION)

On behalf of West Lancashire Borough Council

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WEST LANCASHIRE
BOROUGH COUNCIL**

*This report will be included in the Statement of Accounts in September once
the audit of the accounts has been completed.*

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STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS

The following responsibilities are placed upon the Authority and its Chief Finance Officer in relation to the Council's financial affairs.

The Authority's Responsibilities

The Authority is required to:

- Make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Borough Treasurer
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;
- Approve the statement of accounts.

The Chief Finance Officer's Responsibilities

As the Authority's Chief Finance Officer, I am responsible for preparing the Authority's Statement of Accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom (the Code).

In preparing this statement of accounts, I have:

- Selected suitable accounting policies and then applied them consistently;
- Made judgements and estimates that were reasonable and prudent;
- Complied with the Code.

I have also:

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

The Statement of Accounts presents a true and fair view of the financial position of the Authority at the 31st March 2014 and its income and expenditure for the year then ended.

Marc Taylor
Borough Treasurer
June 2014

MOVEMENT IN RESERVES STATEMENT

	General Fund Balances	Earmarked Gen. Fund Reserves	HRA Balances	Earmarked HRA Reserves	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Council Reserves
Balance at 31 March 2012	1,149	8,964	656	1,692	4,261	536	90	17,348	50,404	67,752
<i>Movement in Reserves during 2012-2013</i>										
Surplus or deficit (-) on the provision of services	-5,106		2,668					-2,438		-2,438
Other Comprehensive Income and Expenditure								0	-3,942	-3,942
Total Comprehensive Income and Expenditure	-5,106	0	2,668	0	0	0	0	-2,438	-3,942	-6,380
Adjustments between accounting basis and funding basis under regulations (note 6)	6,044		-526		-743	-536	30	4,269	-4,269	0
Net Increase / Decrease (-) before Transfers to Earmarked Reserves	938	0	2,142	0	-743	-536	30	1,831	-8,211	-6,380
Transfers to / from Earmarked Reserves (note 7)	-1,126	1,126	-2,143	2,143				0		0
Increase / Decrease (-) in 2012-13	-188	1,126	-1	2,143	-743	-536	30	1,831	-8,211	-6,380
Balance at 31 March 2013	961	10,090	655	3,835	3,518	0	120	19,179	42,193	61,372

MOVEMENT IN RESERVES STATEMENT

	General Fund Balances	Earmarked Gen. Fund Reserves	HRA Balances	Earmarked HRA Reserves	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Council Reserves
Balance at 31 March 2013	961	10,090	655	3,835	3,518	0	120	19,179	42,193	61,372
<i>Movement in Reserves during 2013-2014</i>										
Surplus or deficit (-) on the provision of services	-3,436		-5,460					-8,896		-8,896
Other Comprehensive Income and Expenditure								0	20,957	20,957
Total Comprehensive Income and Expenditure	-3,436	0	-5,460	0	0	0	0	-8,896	20,957	12,061
Adjustments between accounting basis and funding basis under regulations (note 6)	4,916		2,219		229	0	-120	7,244	-7,244	0
Net Increase / Decrease (-) before Transfers to Earmarked Reserves	1,480	0	-3,241	0	229	0	-120	-1,652	13,713	12,061
Transfers to / from Earmarked Reserves (note 7)	-1,480	1,480	3,366	-3,366				0		0
Increase / Decrease (-) in 2013-14	0	1,480	125	-3,366	229	0	-120	-1,652	13,713	12,061
Balance at 31 March 2014	961	11,570	780	469	3,747	0	0	17,527	55,906	73,433

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

2012/2013			2013/2014			
Gross Cost £'000	Gross Income £'000	Net Cost £'000		Gross Cost £'000	Gross Income £'000	Net Cost £'000
3,910	252	3,658	Cultural and Related Services	4,670	445	4,225
8,840	3,285	5,555	Environmental Services	7,836	1,839	5,997
1,067	967	100	Highways, Roads & Transport	1,047	912	135
14,630	24,112	-9,482	Local Authority Housing (HRA)	14,833	24,787	-9,954
3,520	0	3,520	HRA - impairment	11,365	0	11,365
32,851	31,613	1,238	Other Housing Services	32,606	31,480	1,126
3,773	2,391	1,382	Planning Services	4,713	1,939	2,774
1,972	0	1,972	Corporate & Democratic Core	2,078	3	2,075
169	0	169	Non Distributed Costs	112	0	112
13,598	11,873	1,725	Other Central Services	4,221	2,845	1,376
84,330	74,493	9,837	Cost of Services	83,481	64,250	19,231
2,857	1,147	1,710	Other operating expenditure (note 8)	3,647	2,119	1,528
7,055	1,380	5,675	Financing & investment income & expenditure (note 9)	4,213	1,579	2,634
0	14,784	-14,784	Taxation and non specific grant income (note 10)	9,195	23,692	-14,497
94,242	91,804	2,438	Surplus (-) or Deficit on Provision of Services	100,536	91,640	8,896
		-3,102	Surplus (-) or deficit on revaluation of non current assets (note 23i)			-8,272
		7,044	Re-measurement of the net defined pension liability (note 37)			-12,685
		3,942	Other Comprehensive Income and Expenditure			-20,957
		6,380	Total Comprehensive Income and Expenditure			-12,061

BALANCE SHEET

31 March 2012 £'000	31 March 2013 £'000		Notes	31 March 2014 £'000
184,023	184,834	Property, Plant & Equipment	11a	183,662
458	461	Heritage Assets	12	490
7,282	6,136	Investment Property	13	10,643
243	185	Intangible Assets	14	242
15	15	Long Term Investments		15
76	72	Long Term Debtors		68
192,097	191,703	Long term assets		195,120
10,008	12,508	Short Term Investments		4,509
0	573	Assets held for sale	11b	1,345
58	32	Inventories	17	40
5,954	7,185	Short Term Debtors	18	10,114
5,602	3,949	Cash and Cash Equivalents	19	8,571
21,622	24,247	Current assets		24,579
-574	-817	Bank Overdraft	19	0
-6,425	-6,049	Short Term Creditors	20	-8,099
-6,999	-6,866	Current Liabilities		-8,099
-243	-393	Provisions	21	-1,243
-47,173	-55,984	Pension Liabilities	37	-45,876
-1,528	-1,091	Other Long Term Liabilities	36	-808
-1,778	-1,997	Grants & Contributions in Advance	32	-1,994
-88,246	-88,246	Long Term Borrowing	16	-88,246
-138,968	-147,711	Long Term Liabilities		-138,167
67,752	61,373	Net Assets		73,433
-17,350	-19,182	Usable Reserves	22	-17,531
-50,402	-42,191	Unusable Reserves	23	-55,902
-67,752	-61,373	Total Reserves		-73,433

CASH FLOW STATEMENT

2012-2013 £'000		2013-2014 £'000 £'000	
-2,438	Net Deficit on the Provision of Services	-8,896	
14,207	Adjustments for non-cash movements (note 24)	19,420	
-1,387	Adjustments for items that are investing or financing activities (note 24)	-2,260	
10,382	Net Cash Flows from Operating Activities		8,264
-8,773	Investing Activities (note 25)		-2,357
-3,505	Financing Activities (note 26)		-468
-1,896	Change in Cash and Cash Equivalents		5,439
5,027	Cash & Cash Equivalents at start of period		3,131
3,131	Cash & Cash Equivalents at end of period (note 19)		8,570

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

i. General Principles

This Statement of Accounts summarises the Council's transactions for the 2013/14 financial year and its position at the year end of 31st March 2014. It has been prepared in accordance with relevant statutory regulations and proper accounting practice, and in particular the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14, the Service Reporting Code of Practice and International Financial Reporting Standards.

The accounting convention adopted in the Accounts is principally historic cost, modified by the revaluation of certain categories of non-current assets.

ii. Accruals of Income and Expenditure

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

- Fees, charges and rents due from customers are recognised as income at the date the goods or services are provided and where it is probable that the income will be received
- 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 interest 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 determined by the contract
- Where income and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the balance sheet. Where it is doubtful that debts will be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected

iii. 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 represented by short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an 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.

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

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

v. Charges to Revenue for Non Current Assets

Service revenue accounts, support services and trading accounts are debited with the following amounts to record the cost of holding non current assets:

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

The Council is not required to raise Council tax to fund depreciation, revaluation and impairment losses or amortisation. However it is required to make an annual contribution from revenue towards the reduction in its overall Borrowing Requirement.

Depreciation, revaluation and impairment losses and amortisation are replaced by a Minimum Revenue Provision calculated on a prudent basis by the Council in accordance with statutory guidance. This is achieved through an adjusting transaction between the General Fund Balance and the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two. Capital charges to the Housing Revenue Account are calculated in accordance with statutory regulations, and in particular the Item 8 Credit and Debit Determinations.

vi. **Employee Benefits**

Benefits Payable During Employment

Short term employee benefits are those due to be settled within 12 months of the year end. They include such benefits as salaries, paid annual leave and paid sick leave 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 earned by employees but not taken before the year end which employees can carry forward into the next financial year. The accrual is charged to the Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that holiday entitlements are charged to revenue in the financial year in which the holiday absence occurs.

Termination Benefits

Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy. These amounts are charged on an accruals basis to the Comprehensive Income and Expenditure Statement at the earlier of when the Council can no longer withdraw the offer of these benefits or when the Council recognises the costs of the 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 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 Pension Reserve to remove the notional entries for pension enhancement termination benefits and to replace them with the amount payable to the pension fund in the year.

Post Employment Benefits

The Council participates in a Local Government Pension Scheme administered by the Lancashire County Pension Fund. This scheme provides defined benefits to members earned as employees worked for the Council.

The liabilities of the Lancashire County 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 future earnings for current employees. Liabilities are discounted to their value at current prices using a discount rate based on high quality corporate bonds.

The assets of the Lancashire County Pension Fund attributable to the Council are included in the Balance Sheet at their fair value.

Statutory provisions require the General Fund balance to be charged with the amount payable to the Pension Fund in the year rather than 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 Pensions Reserve to remove the notional debits and credits for retirement benefits and to replace them with the amounts actually payable to the Pension Fund for the year.

Consequently the negative balance that arises on the Pensions Reserve measures the beneficial impact on the General Fund balance of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

vii. Events after the 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 Accounts are authorised for issue. Two types of event can be identified:

- Those that provide evidence of conditions that existed at the end of the reporting period – the Accounts are adjusted to reflect such events
- Those that are indicative of conditions that arose after the reporting period – the Accounts are 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.

viii. 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 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.

Typically this means for borrowing, that the amount shown in the Balance Sheet is the outstanding principal payable (plus accrued interest), and the interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Financial Assets

Financial assets are classified as loans and receivables – assets that have fixed or determinable payments but are not quoted in an active market.

These 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 at fair value and then carried 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.

Typically this means for investments, that the amount shown in the Balance Sheet is the outstanding principal receivable (plus accrued interest), and the interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year according to 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 asset.

ix. Government Grants and Contributions

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

Amounts 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 require the grant or contribution to be used in a specified manner or else to be returned.

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as liabilities. When conditions are satisfied, the grant or contribution is credited to the relevant line 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.

x. Heritage Assets

Heritage assets are those which have historical, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. It is intended that such assets are preserved in trust for future generations because of their cultural, environmental and historical association.

Heritage assets are generally recognised and measured in accordance with the Council's policies on property, plant and equipment. These assets will be recognised at cost in the Council's balance sheet where this can be identified. If valuations cannot be determined the assets will be recorded in the Council's Asset Register but not included in the balance sheet, as it is considered that this disclosure would not be material and would not add any enhancement to the reader in the understanding of the accounts. No depreciation will be accounted for due to the indeterminate useful lives of this type of asset.

Civic Regalia items will be valued on a three yearly basis by a specialist valuer. Reviews of other assets will be undertaken on a visual basis on a yearly cycle or where there is evidence of impairment.

xi. Intangible Assets

Expenditure on non monetary assets that do not have physical substance but are controlled by the Council (e.g. software licences) is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset.

Intangible assets are initially measured at cost. Amounts are only re-valued where the fair value of an asset 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 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

xii. Inventories and Long Term Contracts

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

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

In 2004/05 the Council entered into a 15 year agreement with a Leisure Trust and Serco PLC for the operation of its 4 main leisure centres. This includes an investment programme that is financed through a deferred liability scheme, and the relevant assets and liabilities are included in the balance sheet.

xiii. 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 arms 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 of the Comprehensive Income and Expenditure Statement. The same treatment is applied for 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 the Capital Receipts Reserve.

xiv. 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 and equipment from the lessor to the lessee. All other leases are classified as operating leases.

The Council as Lessee: Finance Leases

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

Lease payments are apportioned between:

- A charge for the acquisition of the interest in the asset that writes down the value of the liability in the Balance Sheet
- A financing charge that is debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement

Property, Plant and Equipment recognised under finance leases is accounted for using the policies applied generally to such assets, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life (where the ownership of the asset does not transfer to the Council at 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 contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation and revaluation and impairment losses are therefore substituted by a revenue contribution in the General Fund Balance, by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

The Council as Lessee: Operating Leases

Rentals payable under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefitting from the use of the leased asset.

The Council as Lessor: 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, and the rental income is credited to the Comprehensive Income and Expenditure Statement.

xv. Overheads and Support Services

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

The bases of allocations used for the main support services are time allocations for staff, floor area for administrative buildings, and transaction numbers for exchequer services.

xvi. 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 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 (e.g. repairs and maintenance) is charged to the Comprehensive Income and Expenditure Statement as it is incurred.

Measurement

Assets are initially measured at cost, comprising the purchase price and 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.

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. Where gains are credited to the Comprehensive Income and Expenditure Statement, they are reversed out of the General Fund Balance to the Capital Adjustment Account in the Movement in Reserves Statement.

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

- Infrastructure, community assets and assets under construction – depreciated historical cost
- Dwellings – fair value determined using the basis of existing use value for social housing
- All other assets – fair value determined as the amount that would be paid for the asset in its existing use

Where there is no market based evidence of fair value because of the specialist nature of an asset, depreciated replacement cost is used as an

estimate of fair value. Where non property assets have short useful lives or low values, depreciated historical cost 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 value is not materially different to their fair value at the year end, but as a minimum every 5 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 gain)
- 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 in the Comprehensive Income and Expenditure Statement

The Revaluation Reserve contains revaluation gains recognised since 1 April 2007, 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 the possible difference is 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 gain)
- 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 in the Comprehensive Income and Expenditure Statement

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 (such as land and certain Community Assets) and assets that are not yet available for use (i.e. assets under construction).

Relevant assets are depreciated over their estimated useful lives on a straight line basis assuming no residual values, apart from a small number of vehicle finance leases. The Council's Estates section has determined the

useful lives of dwellings and buildings and these vary depending on the nature of the asset considered.

Where an item of Property, Plant and Equipment has major components with significantly different useful lives and whose costs are significant in relation to the total cost of the item, then 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 charge that would have been made based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Disposals

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

Where an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Receipts from disposals (if any) are then also credited to this same line in the Comprehensive Income and Expenditure Statement. The net value of these transactions then reflects the gain or loss on the disposal of the asset. Any revaluation gains accumulated on the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

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.

A proportion of receipts relating to housing disposals must be paid over to the Government under a pooling arrangement. The balance of receipts is required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's capital financing requirement. Receipts are appropriated to the Capital Receipts Reserve in the Movement in Reserves Statement.

xvii. Provisions, Contingent Liabilities and Contingent Assets

Provisions are made where an event has taken place that will probably lead to a future expense, and where a reliable estimate can be made of the amount of the obligation. For example 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. Payments are then charged to the provision set up in the Balance Sheet when they are eventually made.

Provisions are reviewed at the end of each financial year and adjusted to reflect the current best estimate of the likely cost. Where a provision is no longer required it will be reversed and credited back to the relevant service.

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 Council's control. Contingent liabilities can also arise in circumstances where a provision would otherwise be made but either it is not sufficiently certain that the event will take place or the obligation cannot be measured reliably.

A contingent asset arises where an event has taken place that gives the Council a possible asset but 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 and assets are not recognised in the Balance Sheet but are disclosed in a note to the accounts.

xviii. 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, retirement and employee benefits. These do not represent usable resources for the Council, and include the capital adjustment account, revaluation reserve and pensions reserve.

xix. Revenue Expenditure Funded from Capital under Statute

Expenditure that has been incurred that may be capitalised under statutory provisions but does not result in the creation of a non current asset has been charged as expenditure to the relevant service line in the Comprehensive Income and Expenditure Statement in the year.

Where the Council determines that it will meet such expenditure from its capital resources, then a transfer will be made in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account to reverse out the amounts charged so that there is no impact on the level of the Council tax.

xx. VAT

Income and expenditure excludes any amounts that relate to VAT. This is because all VAT collected is payable to HM Revenues and Customs, and all VAT paid is recoverable from them.

xxi. Exceptional items

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

xxii. Changes to Accounting Policies

Revisions have been made to IAS 19 Employee Benefits which require a change to the pension disclosures and terminology. The change is effective from 1 April 2013 and have been reflected in the Council's 2013/14 financial statements, with a prior year adjustment made to the comparative figures for 2012/13. Under the revised IAS 19, the Council is required to recognise all

changes, including actuarial gains and losses, unvested past service costs, settlements and curtailments in a net-defined benefit liability (asset) when they occur. The standard renames actuarial gains and losses as 're-measurements' and they will be recognised immediately in the Comprehensive Income and Expenditure Statement. Details on the impact of this change are included in note 41.

xxiii. Accounting Standards Issued But Not Yet Adopted

A number of new accounting standards have been issued but have not been incorporated into the 2013/14 Code of Practice. These standards include:

- IFRS 10 Consolidated Financial Statements
- IFRS 11 Joint Arrangements
- IFRS12 Disclosure of Interests in Other Entities
- IAS 27 Separate Financial Statements (as amended in 2011)
- IAS 28 Investments in Associates and Joint Ventures (as amended in 2011)
- IAS 32 Financial Instruments: Presentation
- Annual Improvements to IFRS 2009-2011 Cycle

These changes primarily relate to accounting for consolidation, involvement in joint arrangements, and disclosure of involvement in other entities. These standards have not been reflected in these accounts, but it is not expected that they will have a material impact on the Council's financial position.

2. 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 a high degree of uncertainty about future levels of funding for local government. However this uncertainty is not yet sufficient to provide an indication of what assets might be impaired as a result of the need to make savings and potentially reduce service levels in certain areas
- The Council has entered into a 15 year agreement with a Leisure Trust and Serco PLC for the operation of its 4 main leisure centres. It has been determined that the Council does not have control of the Trust and it is not a subsidiary of the Council

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

The Statement of Accounts contains estimated figures that are based on assumptions made by the Council about the future or that are otherwise uncertain. Estimates are made taking into account historical experience, current trends and other relevant factors. However because balances cannot be determined with certainty, the actual results could be materially different from the assumptions and estimates.

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

Item	Uncertainties	Effect if actual results differ from assumptions
Property Plant and Equipment	The useful lives of assets are estimated when calculating depreciation but it is not possible to know these lives with certainty	An increase in estimated useful lives of 1% would decrease depreciation charges by £0.04m
Pensions Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements. A firm of consulting actuaries is engaged to provide expert advice on the assumptions to be applied	The effects on the net pension liability of changes in individual assumptions can be measured. However the assumptions interact in complex ways. Note 37 provides details on actuarial factors in recent years
Grant claims	Income for government grants in certain cases is based on estimated claims which are still subject to audit and could possibly change	Details on grant income levels are provided in note 32.

Arrears	Note 18 provides details on levels of debtors and their associated bad debt provisions. However in the current economic climate it is not certain that these provisions will be sufficient	If collection rates were to deteriorate, then the level of bad debt provisions would need to be increased. A 10% increase in impairment of doubtful debts would require an additional £0.43m to be set aside
Provision for NNDR Appeals	At the year end an estimate has been made of the cost of outstanding NNDR appeals that organisations have submitted against their business rate bills. This estimate is based on the rateable value of the organisations that have made appeals and the average settlement rate based on experience in recent years	An increase in the estimated settlement rate of 10% would have the effect of adding £0.21m to the provision needed
Expenditure accruals	At the year end estimates are made of the value of goods and services delivered but not yet paid. These estimates are then used as a basis for accruing expenditure.	Details on creditors are provided in note 20.

4. MATERIAL ITEMS OF INCOME AND EXPENSE

All material items have been disclosed in the main financial statements or in the notes to the accounts.

5. EVENTS AFTER THE REPORTING PERIOD

The draft Statement of Accounts were authorised for issue by the Borough Treasurer on 30th June 2014. Events taking place after this date have not been reflected in the financial statement or notes. Where events taking place before this date provide information about conditions existing at 31st March 2014, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

6. **ADJUSTMENTS BETWEEN ACCOUNTING AND FUNDING BASES UNDER REGULATIONS**

This note details the adjustments that are made to the total comprehensive income and expenditure recognised by the Council in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Council to meet future capital and revenue expenditure. A description of the reserves that the adjustments are made against is set out below:

General Fund Balance

The General Fund is the statutory fund into which all the receipts of an authority are required to be paid, and out of which all the liabilities of the authority are to be met, except to the extent that statutory rules might provide otherwise. These rules can also specify the financial year in which liabilities and payments should impact on the General Fund Balances, which is not necessarily in accordance with proper accounting practice. This 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. This Balance is not however available to be applied to funding HRA services.

Housing Revenue Account Balance

The HRA Balance reflects the statutory obligation to maintain a revenue account for local authority council housing provision in accordance with Part IV of the Local Government and Housing Act 1989. It contains the balance of income and expenditure as defined by the 1989 Act that is available to fund future expenditure in connection with the Council's landlord function or (where in deficit) that is required to be recovered from tenants in future years.

Major Repairs Reserve

The Council is required to maintain the Major Repairs Reserve, which is restricted to being applied to new capital investment in HRA assets or the financing of historical capital expenditure by the HRA. The balance shows the MRA that has yet to be applied at the year end.

Capital Receipts Reserve

This 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

This 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 which have yet to be applied to meet expenditure. The balance is restricted by grant terms as to the capital expenditure against which it can be applied and / or the financial year in which this can take place.

West Lancashire Borough Council Statement of Accounts 2013/2014

Adjustments between Accounting and Funding Basis Under Regulations 2013/14	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Mov't in Unusable Reserves
	£'000	£'000	£'000	£'000	£'000	£'000
<i>Adjustments primarily involving the Capital Adjustment Account</i>						
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement						
Charges for depreciation of non current assets	1,474	2,469				-3,943
Charges for impairment and revaluation losses of non current assets	2,331	11,365				-13,696
Movements in the Market Value of Investment Properties	-2,191					2,191
Amortisation of intangible assets	37	26				-63
Capital grants and contributions applied	-868					868
Revenue expenditure funded from capital under statute	1,068					-1,068
Amounts of non current assets written off on disposal or sale as part of the gain / loss on disposal	242	2,160				-2,402
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement						
Provision for the financing of capital investment	-63	-260				323
Capital expenditure charged against the General Fund and HRA balances	-816	-9,670				10,486
<i>Adjustments primarily involving the Capital Grants Unapplied Accounts</i>						
Capital grants and contributions unapplied credited to the Comprehensive Income & Expenditure Statement	0				0	
Application of grants to capital financing transferred to the Capital Adjustment Account					-120	120
<i>Adjustments primarily involving the Major Repairs Reserve</i>						
Transfer to Major Repairs Reserve		-2,495		2,495		
Use of the Major Repairs Reserve to finance new capital expenditure				-2,495		2,495

West Lancashire Borough Council Statement of Accounts 2013/2014

Adjustments between Accounting and Funding Basis Under Regulations 2013/14 (continued)	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplie d	Mov't in Unusable Reserves
	£'000	£'000	£'000	£'000	£'000	£'000
<i>Adjustments primarily involving the Capital Receipts Reserve</i>						
Transfer of cash sale proceeds credited as part of the gain / loss on disposal of assets	-101	-2,017	2,118			
Use of the Capital Receipts Reserve to finance new capital expenditure			-1,160			1,160
Contribution from the Capital Receipts Reserve towards administrative costs on non current asset disposal	5	59	-64			
Contribution from the Capital Receipts Reserve to finance payments to the Housing Capital Receipts Pool	668		-668			
Transfer from Deferred Capital Receipts Reserve upon receipt of cash			3			-3
<i>Adjustments primarily involving the Pensions Reserve</i>						
Reversal of retirement benefits items charged to the Income and Expenditure Statement	4,211	1,178				-5,389
Employer's pension contributions	-2,210	-602				2,812
<i>Adjustments primarily involving the Collection Fund Adjustment Account</i>						
Amount by which council tax income credited to the Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	1,139					-1,139
<i>Adjustments primarily involving the Accumulated Absences Account</i>						
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in accordance with statutory requirements	-10	6				4
Total Adjustments	4,916	2,219	229	0	-120	-7,244

West Lancashire Borough Council Statement of Accounts 2013/2014

Adjustments between Accounting and Funding Basis Under Regulations 2012/13	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Mov't in Unusable Reserves
	£'000	£'000	£'000	£'000	£'000	£'000
<i>Adjustments primarily involving the Capital Adjustment Account</i>						
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement						
Charges for depreciation of non current assets	1,594	2,369				-3,963
Charges for impairment and revaluation losses of non current assets	574	3,520				-4,094
Movements in the Market Value of Investment Properties	1,003					-1,003
Amortisation of intangible assets	50	25				-75
Capital grants and contributions applied	-2,073	-139				2,212
Revenue expenditure funded from capital under statute	2,102					-2,102
Amounts of non current assets written off on disposal or sale as part of the gain / loss on disposal	859	836				-1,695
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement						
Statutory provision for the financing of capital investment	-232	-253				485
Capital expenditure charged against the General Fund and HRA balances	-114	-3,701				3,815
<i>Adjustments primarily involving the Capital Grants Unapplied Accounts</i>						
Capital grants and contributions unapplied credited to the Comprehensive Income & Expenditure Statement	-30				30	
Application of grants to capital financing transferred to the Capital Adjustment Account					0	0
<i>Adjustments primarily involving the Major Repairs Reserve</i>						
Reversal of Major Repairs Allowance credited to the HRA		-2,394		2,394		
Use of Major Repairs Reserve to finance new capital expenditure				-2,930		2,930

West Lancashire Borough Council Statement of Accounts 2013/2014

Adjustments between Accounting and Funding Basis Under Regulations 2012/13 (continued)	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Mov't in Unusable Reserves
	£'000	£'000	£'000	£'000	£'000	£'000
<i>Adjustments primarily involving the Capital Receipts Reserve</i>						
Transfer of cash sale proceeds credited as part of the gain / loss on disposal of assets	-111	-1,036	1,147			
Use of the Capital Receipts Reserve to finance new capital expenditure			-1,285			1,285
Contribution from the Capital Receipts Reserve towards administrative costs on non current asset disposal	3	32	-35			
Contribution from the Capital Receipts Reserve to finance payments to the Housing Capital Receipts Pool	574		-574			
Transfer from Deferred Capital Receipts Reserve upon receipt of cash			4			-4
<i>Adjustments primarily involving the Pensions Reserve</i>						
Reversal of retirement benefits items charged to the Income and Expenditure Statement	4,030	699				-4,729
Employer's pension contributions	-2,186	-490				2,676
<i>Adjustments primarily involving the Collection Fund Adjustment Account</i>						
Amount by which council tax income credited to the Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	12					-12
<i>Adjustments primarily involving the Accumulated Absences Account</i>						
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in accordance with statutory requirements	-11	6				5
Total Adjustments	6,044	-526	-743	-536	30	-4,269

7. TRANSFERS TO AND FROM EARMARKED RESERVES

	Balance 31/3/12 £'000	Movement in year £'000	Balance 31/3/13 £'000	Movement in year £'000	Balance 31/3/14 £'000
Insurance Fund	2,712	-203	2,509	-132	2,377
Renewal and Repairs Funds	361	71	432	59	491
Corporate Reserves	4,954	344	5,298	1,666	6,964
Ring Fenced Reserves	580	-3	577	66	643
Capital Reserve	0	988	988	-188	800
Specific Grant Reserves	357	-71	286	9	295
General Fund subtotal	8,964	1,126	10,090	1,480	11,570
HRA Reserves	1,692	2,143	3,835	-3,366	469
Total	10,656	3,269	13,925	-1,886	12,039

8. OTHER OPERATING EXPENDITURE

	2013/2014 £'000	2012/2013 £'000
Parish Council Precepts	466	507
Payments to the Government Housing Capital Receipts Pool	668	574
Losses on the disposal of non current assets	348	584
Pension administration expenses	47	45
Total	1,529	1,710

9. FINANCING AND INVESTMENT INCOME AND EXPENDITURE

	2013/2014 £'000	2012/2013 £'000
Interest payable and similar charges	3,170	3,177
Pensions interest cost and expected return on pension assets	2,293	2,240
Interest income	-127	-198
Income, expenditure and changes in the fair value of investment properties	-2,703	456
Gains and losses on trading accounts	0	0
Total	2,633	5,675

10. TAXATION AND NON SPECIFIC GRANT INCOME

	2013/2014	2012/2013
	£'000	£'000
Council tax income	6,511	7,444
Non domestic rates distribution	0	6,513
Local share of business rates income	1,729	0
Non ring fenced government grants	6,051	552
Capital grants and contributions	206	275
Total	14,497	14,784

11a. PROPERTY, PLANT AND EQUIPMENT

Movement on Balances 2013-14	Council Dwellings	Other Land & Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cost or Valuation							
Balance at 1 st April 2013	169,525	40,732	5,175	781	1,801	144	218,158
Additions	12,058	253	867	285	51	121	13,635
Revaluation increases / decreases recognised in the Revaluation Reserve	3,445	5,857				200	9,502
Revaluation increases / decreases recognised in the Surplus / Deficit on the Provision of Services	-2,448	-2,166					-4,614
De-recognition - disposals and decommissioning	-2,210		-1,519			-144	-3,873
Transfers	-148	-2,536				-171	-2,855
Other movements		-8,415	-79				-8,494
Balance at 31st March 2014	180,222	33,725	4,444	1,066	1,852	150	221,459
Accumulated Depreciation and Impairment							
Balance at 1 st April 2013	-21,831	-8,416	-3,077	0	0	0	-33,324
Depreciation written out to the Revaluation Reserve	-68	-444					-512
Depreciation written out to the Surplus / Deficit on the Provision of Services	-2,355	-455	-619				-3,429
Impairment Losses / Reversals recognised in the Revaluation Reserve	-1,488	-125				-1	-1,614
Impairment Losses / Reversals recognised in the Surplus / Deficit on the Provision of Services	-8,877	-124	-2			-31	-9,034
De-recognition - disposals and decommissioning	198		1,425				1,623
Other movements		8,415	79				8,494
Balance at 31st March 2014	-34,421	-1,149	-2,194	0	0	-32	-37,796
Net Book Value Balance at 1st April 2013	147,694	32,316	2,098	781	1,801	144	184,834
Net Book Value Balance at 31st March 2014	145,801	32,576	2,250	1,066	1,852	118	183,663

West Lancashire Borough Council Statement of Accounts 2013/2014

Movement on Balances 2012-13	Council Dwellings	Other Land & Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Cost or Valuation							
Balance at 1 st April 2012	165,202	39,575	6,805	749	1,799	0	214,130
Additions	6,760	639	456	32	2		7,889
Revaluation increases / decreases recognised in the Revaluation Reserve	1,384	2,192					3,576
Revaluation increases / decreases recognised in the Surplus / Deficit on the Provision of Services							0
De-recognition - disposals and decommissioning	-3,688	-1,234	-2,086				-7,008
Other revaluations and transfers	-133	-440				144	-429
Balance at 31st March 2013	169,525	40,732	5,175	781	1,801	144	218,158
Accumulated Depreciation and Impairment							
Balance at 1 st April 2012	-18,404	-7,189	-4,511				-30,104
Depreciation written out to the Revaluation Reserve	-28	-206					-234
Depreciation written out to the Surplus / Deficit on the Provision of Services	-2,301	-777	-652				-3,730
Impairment Losses / Reversals recognised in the Revaluation Reserve	-430	-45					-475
Impairment Losses / Reversals recognised in the Surplus / Deficit on the Provision of Services	-3,520	-574					-4,094
De-recognition - disposals and decommissioning	2,852	375	2,086				5,313
Balance at 31st March 2013	-21,831	-8,416	-3,077	0	0	0	-33,324
Net Book Value Balance at 1st April 2012	146,798	32,386	2,294	749	1,799	0	184,026
Net Book Value Balance at 31st March 2013	147,694	32,316	2,098	781	1,801	144	184,834

Depreciation

All of the following assets, except infrastructure, are depreciated on a straight line basis over the life of the asset. No residual value is assumed for these assets apart from leased refuse collection vehicles for which a residual value is estimated at around £10,000 per vehicle.

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

- Council Dwellings – 75 years for houses and 30 years for garages
- Other Land and Buildings – these have a range of lives varying between 5 and 50 years, although the majority of assets have an estimated life of around 30 to 40 years
- Vehicles, Plant, Furniture and Equipment – this covers a range of different types of asset with estimated useful lives mostly between 5 and 12 years
- Infrastructure – these assets are inalienable in nature, in that value is derived only by continued use of the asset in its current form (there is no prospect of sale or alternative use). As such these assets are not depreciated but will either be written out when there is a change of use or a revaluation exercise.

Capital Commitments

At 31st March 2014 the Council had entered into a number of contracts for the construction or enhancement of non current assets in future years budgeted to cost £1.823m. Similar commitments as at 31st March 2013 were £2.755m.

The major commitments are:

- Window and Door replacements to Council Dwellings £0.964m
- Leisure Centre investment in partnership with Serco £0.560m

Other

There were no assets classified as under construction during 2012-13 or 2013-14.

Revaluations

The Council carries out a programme that ensures that all Property, Plant & Equipment is re-valued at fair value at least every 5 years. This exercise also encompasses a review of the asset classes for each item. Valuations are largely carried out internally however professionally qualified firms may be employed to undertake some valuations under the guidance of the Council's Estates Service. Valuations of land and buildings are carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors.

The significant assumptions applied in estimating fair values are:

- The analysis of value split between land and buildings
- The estimated useful life of the asset
- Full building surveys have not been carried out as part of the valuation process

	Council Dwellings £'000	Other Land & Buildings £'000	Vehicles, Furniture, Plant & Equipment £'000	Total £'000
Historical cost at last valuation	156,488	36,009	4,513	197,010
Valued at fair value as at:				
31 st March 2014	143,746	32,576	2,250	178,572
31 st March 2013	146,470	28,768	1,941	177,179
31 st March 2012	142,539	28,131	2,030	172,700
31 st March 2011	151,590	27,849	2,297	181,736
31 st March 2010	189,185	29,058	1,875	220,118

11b. ASSETS HELD FOR SALE

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	573	0
Assets newly classified as held for sale	540	573
Additions	30	0
Revaluation gains	385	0
Impairment losses	-30	0
Assets sold	-153	0
Balance at end of year	1,345	573

12. HERITAGE ASSETS

The closing value of Heritage Assets is £490,000 (£462,000 in 2012-13).

Civic Regalia:

The Council owns a range of Civic regalia items including Mayoral Chains, Pendants and various other Chains and items of Office valued at £102,000. These items are used by the Mayor and Deputy Mayor for Civic functions and are valued every 3 years by a specialist professional firm. The last valuation was undertaken during the 2013/14 financial year, and resulted in a revaluation increase of £28,000. There have been no other changes in asset values over the last 5 years.

Public Sculptures

Three public sculptures were built within the Skelmersdale area of the Borough and were identified as the 'Roundabout Sculptures.' These were built to provide character to the area as well as exhibiting high technology and innovation, and interaction with the local community. The sculptures are commonly termed the Daffodil Sculpture, the Faces Roundabout and the Lighting Column. They are valued on the asset register at cost, £364,000, and no depreciation is accounted for as they have an indeterminate useful life.

These assets are visually inspected on an annual basis to review any potential impairment. There have been no changes in asset values over the last 5 years.

Memorials, fountains and village cross

The Council has a number of war memorials located within the Borough, relating to the Boer war and First and Second world wars. The Council also owns two fountains and a village cross. These assets have an indeterminate useful life and are valued at cost where known, or otherwise simply recognised in the Council's asset register. The total cost recognised for this class of asset is £24,000.

There was £3,000 of expenditure incurred on a war memorial in 2012-13. There was a further £48,000 of expenditure incurred on a war memorial in 2013-14, which has been fully impaired. There have been no other changes in asset values over the last 5 years.

13. 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:

	2013/2014 £'000	2012/2013 £'000
Rental income	-1,365	-1,183
Direct operating expenses	853	636
Movement in fair value of investment properties	-2,191	1,003
Net gain / loss	-2,703	456

There are restrictions on a number of investment properties concerning how any disposal proceeds or income generated can be used. The Council has no contractual obligations to purchase, construct, or develop investment property or repairs, maintenance or enhancement.

The movement in the fair value of investment properties is shown below:

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	6,135	7,282
Net gains/losses from fair value adjustments	2,191	-1,003
Transfers	2,316	-144
Balance at end of year	10,642	6,135

14. INTANGIBLE ASSETS

The Council accounts for purchased software licences as intangible assets. All software is given a finite useful life, based on assessments of the period that the software is expected to be of use. Most assets have a useful life of 5 years. The carrying amount of intangible assets is amortised on a straight line basis.

	2013/2014 £'000	2012/2013 £'000
Balance at start of year:		
- Gross carrying amount	530	512
- Accumulated amortisation	-343	-268
Net carrying amount at start of year	187	244
Additions	118	18
Amortisation	-63	-75
Net carrying amount at end of year	242	187

Balance at end of year:		
- Gross carrying amount	384	530
- Accumulated amortisation	-142	-343
Net carrying amount at end of year	242	187

During the course of the year fully amortised assets with a gross carrying value of £264,000 were written off.

15. IMPAIRMENT AND REVALUATION LOSSES

A desktop review of the values of Council Dwellings was completed in year, which determined that their value should be reduced by around £2.45m. This review was completed in accordance with statutory and accounting regulations.

Council dwellings were also impaired by a further £10.365m, as a result of an element of the Housing capital programme not increasing the book value of these properties. This position was reached after consultation with the Council's Estates section, who reviewed the elements of the capital programme and assessed those elements that increased the book value of properties and those that could be discounted. This procedure took account of the nature of the work, local property factors, and regulations that are in place.

Other Land and Buildings were impaired by £0.249m in the year. This was as a result of capital investment that has not increased the book value of assets.

A full revaluation of General Fund Assets took place in 2013/14, which resulted in impairments totalling £4.911m, largely explained by changes in the market and the condition of the buildings.

16. FINANCIAL INSTRUMENTS

Financial liabilities are classified as liabilities at amortised cost and financial assets are classified as loans and receivables. Details of the carrying value of these instruments are provided in the Balance Sheet and these notes. The Council does not have any material soft loans.

The Council has taken out £88.212m of loans from the Public Works Loans Board to fund its HRA self financing payment to Central Government. Interest payments were made in the year on these loans and in relation to deferred liabilities and finance leases. Investment income is generated mainly from investments of short-term funds with Banks, Building Societies and Local Authorities. Details on interest expenses and investment income are shown in note 9 on Financing and Investment Income and Expenditure.

Financial liabilities, financial assets represented by loans and receivables and long term debtors and creditors are carried in the Balance Sheet at their amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that will take place over the remaining term of the instruments, using the following assumptions:

- Estimated ranges of interest rates at 31st March 2014 of 3.92% to 4.33% for loans from the PWLB based on new lending rates for equivalent loans at that date
- No early repayment or impairment is recognised

- The fair value of trade debtors and creditors (as shown in notes 18 and 20) are taken to be the invoiced or billed amount. Consequently these items' carrying value is judged to be not materially different from their fair value
- The fair value of investments is assumed to approximate to its carrying value, as these instruments will mature within the next 12 months.

PWLB borrowing is the only item in the accounts where the fair value (£75.750m) and carrying amount including accrued interest (£88.246m) are materially different. This difference is because the Council's debt portfolio includes a number of fixed rate loans where the interest rate payable is lower than the prevailing rates at the balance sheet date. This shows a notional future gain based on economic conditions at the balance sheet date arising from a commitment to pay interest to lenders below current market rates.

17. INVENTORIES

	2013/2014 £'000	2012/2013 £'000
Work in progress	23	7
All other items	17	24
Total	40	31

18. DEBTORS

	2013/2014 £'000	2012/2013 £'000
General Government Bodies	3,239	2,498
Other Local Authorities	3,756	3,414
Trade Debtors	2,158	1,913
Other Debtors	5,121	2,728
Payments in Advance	116	93
Sub total	14,390	10,646
Provision for impairments	-4,275	-3,461
Total	10,115	7,185

19. CASH AND CASH EQUIVALENTS

	2013/2014 £'000	2012/2013 £'000
Cash and Bank	621	449
Money at call	7,950	3,500
Sub total	8,571	3,949
Bank overdraft	0	-817
Total	8,571	3,132

20. CREDITORS

	2013/2014 £'000	2012/2013 £'000
General Government Bodies	743	586
Other Local Authorities	1,317	1,385
Trade Creditors	5,393	3,948
Other Creditors	645	130
Total	8,098	6,049

21. PROVISIONS

	2013/2014 £'000	2012/2013 £'000
Opening balance	393	244
Additional provisions made	979	199
Amounts used	-129	0
Unused amounts reversed	0	-50
Closing balance	1,243	393

The main provisions held by the Council relate to the potential cost of current NNDR appeals, and claims for the repayment of Property Search income following a change in the statutory rules on charging.

22. USABLE RESERVES

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

23. UNUSABLE RESERVES

	2013/2014 £'000	2012/2013 £'000
i. Revaluation Reserve	17,210	9,640
ii. Capital Adjustment Account	85,924	88,752
iii. Deferred Capital Receipts	6	10
iv. Pensions Reserve	-45,876	-55,984
v. Collection Fund Adjustment Account	-1,170	-31
vi. Accumulated Absences Account	-192	-196
Total	55,902	42,191

i. Revaluation Reserve

This reserve contains the gains made by the Council arising from increases in the value of its Property, Plant and Equipment. 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 realised

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

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	9,640	6,885
Surplus or deficit on the revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	8,271	3,101
<i>Amount written off to the Capital Adjustment Account</i>		
Difference between fair value depreciation and historical cost depreciation	-512	-234
Accumulated gains on assets sold or scrapped	-189	-112
Sub total	-701	-346
Balance at end of year	17,210	9,640

ii. Capital Adjustment Account

This 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 as finance for the costs of acquisition, construction and subsequent costs.

The account contains accumulated gains and losses on Investment Properties. The account also contains revaluation gains accumulated on Property, Plant and Equipment before 1st April 2007, the date 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.

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	88,752	90,612
<i>Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement</i>		
Charges for depreciation, impairment, and revaluation losses	-17,638	-8,056
Amortisation of intangible assets	-63	-75
Revenue expenditure funded from capital under statute	-1,068	-2,102
Non-current assets written off as part of the gain / loss on disposal of assets	-2,402	-1,695
Sub total	-21,171	-11,928
<i>Capital financing applied in the year</i>		
Use of the Capital Receipts Reserve to finance new capital expenditure	1,160	1,285
Use of the Major Repairs Reserve to finance new capital expenditure	2,495	2,929
Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement and applied to capital financing	988	2,212
Provision for the financing of capital investment charged against the General Fund and HRA balances	323	485
Capital expenditure charged against the General Fund and HRA balances	10,485	3,815
Sub total	15,451	10,726
Adjusting amounts written out of the Revaluation Reserve	701	345
Movement in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement	2,191	-1,003
Balance at end of year	85,924	88,752

iii. Deferred Capital Receipts Reserve

This 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.

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	10	14
Transfer to the Capital Receipts Reserve upon receipt of cash	-4	-4
Balance at end of year	6	10

iv. Pensions Reserve

This 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. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources 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.

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	55,984	46,887
Re-measurement of the net defined benefit liability / asset	-12,685	7,044
Reversal of Items relating to retirement benefits debited or credited to the Surplus / Deficit on the Provision of Services	5,389	4,729
Employer's pension contributions payable in the year	-2,812	-2,676
Balance at end of year	45,876	55,984

v. Collection Fund Adjustment Account

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

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	31	19
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	1,139	12
Balance at end of year	1,170	31

vi. Accumulated Absences Account

This 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 31st March. Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from this Account.

	2013/2014 £'000	2012/2013 £'000
Balance at start of year	196	201
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	-5
Balance at end of year	192	196

24. CASH FLOW STATEMENT - OPERATING ACTIVITIES

The cash flows for operating activities include the following items:

	2013/2014 £'000	2012/2013 £'000
Interest received	-123	-195
Interest paid	3,167	3,173

The deficit on the provision of services has been adjusted for the following non cash movements:

	2013/2014 £'000	2012/2013 £'000
Depreciation	3,943	3,963
Impairment and downward valuations	13,696	4,094
Movement in the market value of investment properties	-2,191	1,003
Amortisation	63	75
Change in Creditors	825	-396
Change in Debtors	-2,732	1,742
Change in Inventories	-9	27
Movement in Pension Liability	2,577	1,767
Carrying amount of non current assets sold or disposed	2,402	1,695
Other non cash items charged to the deficit on the provision of services	846	237
Non cash movements	19,420	14,207

The deficit on the provision of services has also been adjusted for the following items that are investing and financing activities:

	2013/2014 £'000	2012/2013 £'000
Proceeds from the sale of non current assets	-2,054	-1,112
Capital grants for non current assets charged through revenue	-206	-275
Non cash movements	-2,260	-1,387

25. CASH FLOW STATEMENT - INVESTING ACTIVITIES

	2013/2014 £'000	2012/2013 £'000
Purchase of property, plant and equipment, investment property and intangible assets	-12,609	-7,892
Purchase of short term and long term investments	-33,250	-58,500
Proceeds from the sale of non-current assets	2,054	1,112
Proceeds from short term and long term investments	41,250	56,000
Other receipts from investing activities	198	507
Net cash flows from investing activities	-2,357	-8,773

26. CASH FLOW STATEMENT - FINANCING ACTIVITIES

	2013/2014 £'000	2012/2013 £'000
Receipts from financing activities	-185	-3,171
Cash payments for the reduction of outstanding liabilities relating to finance leases and deferred liabilities	-283	-334
Net cash flows from financing activities	-468	-3,505

27. AMOUNTS REPORTED FOR RESOURCE ALLOCATION DECISIONS

The analysis of income and expenditure by service on the face of the Comprehensive Income and Expenditure Statement is that specified by the Service Reporting Code of Practice. However decisions about resource allocation are made by the Council and its Cabinet on the basis of budget reports analysed across Services. These reports are prepared on a different basis from the accounting policies used in the financial statements. In particular:

- The cost of retirement benefits is based on cash flows (payment of employer's contributions) rather than current service cost of benefits accrued in the year
- DSO activity is included within service budgets rather than being outside the net cost of services
- HRA reports include all HRA items rather than just those within the net cost of services
- Certain contributions to and from reserves are included within service reports

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

	2013/2014 £'000	2012/2013 £'000
Net expenditure in the Service Analysis	17,027	16,272
Net expenditure of services and support services not included in the analysis	212	-214
Amounts in the Income and Expenditure Statement not reported to management in the Analysis	147	-797
Amounts included in the Analysis not included in the Comprehensive Income and Expenditure Statement	1,845	-5,424
Cost of Services in the Income and Expenditure Statement	19,231	9,837

The income and expenditure of the Authority's principal services recorded in the budget reports are shown overleaf.

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Income and Expenditure	Community Services £'000	Corporate Services £'000	Housing & Regeneration £'000	HRA £'000	Planning Services £'000	Street Scene £'000	Total £'000
Service Income and Expenditure 2013-14							
Fees, charges and other service income	3,220	12,271	4,931	40,774	2,077	9,162	72,435
Government grants and contributions	903	30,310	10	0	12	1,253	32,488
Total income	4,123	42,581	4,941	40,774	2,089	10,415	104,923
Employee expenses	2,519	5,029	849	4,183	1,464	4,427	18,471
Other service expenses	3,887	35,194	2,320	20,253	461	8,996	71,111
Capital Charges	1,642	107	1,831	13,860	12	300	17,752
Support service recharges	1,836	6,288	889	2,478	1,571	1,554	14,616
Total expenditure	9,884	46,618	5,889	40,774	3,508	15,277	121,950
Net expenditure	5,761	4,037	948	0	1,419	4,862	17,027
Service Income and Expenditure 2012-13							
Fees, charges and other service income	3,338	13,109	4,886	29,833	1,802	9,270	62,238
Government grants and contributions	2,184	39,164	215	0	10	1,315	42,888
Total income	5,522	52,273	5,101	29,833	1,812	10,585	105,126
Employee expenses	2,575	5,224	983	3,867	1,444	4,393	18,486
Other service expenses	5,136	44,429	2,312	17,791	316	9,158	79,142
Capital Charges	818	119	1,971	5,914	18	295	9,135
Support service recharges	1,867	6,412	923	2,261	1,599	1,573	14,635
Total expenditure	10,396	56,184	6,189	29,833	3,377	15,419	121,398
Net expenditure	4,874	3,911	1,088	0	1,565	4,834	16,272

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Reconciliation to Subjective Analysis

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

Reconciliation to Subjective Analysis 2013-14	Service Analysis	Services not in Mngt Analysis	Amounts not reported to management	Amounts not included in I&E statement	Allocation of recharges	Cost of Services	Corporate Amounts	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fees, charges and other service income	72,435	533	-1,670	-6,298	-33,238	31,762	1,365	33,127
Interest and investment income						0	127	127
Income from council tax and business rates						0	17,435	17,435
Government grants and contributions	32,488					32,488	6,257	38,745
Other Items						0	2,206	2,206
Total income	104,923	533	-1,670	-6,298	-33,238	64,250	27,390	91,640
Employee expenses	18,471	349	-48	-2,866		15,906		15,906
Other service expenses	71,111	256	-1,575	-800	-33,238	35,754		35,754
Capital Charges	17,752		-51	-224		17,477		17,477
Support service recharges	14,616	140	151	-563		14,344		14,344
Interest payments						0	3,170	3,170
Precepts						0	466	466
Payments to Housing Capital Receipts Pool						0	668	668
Other Items						0	12,751	12,751
Total expenditure	121,950	745	-1,523	-4,453	-33,238	83,481	17,055	100,536
Surplus or deficit on the provision of services	17,027	212	147	1,845	0	19,231	-10,335	8,896

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Reconciliation to Subjective Analysis 2012-13	Service Analysis	Services not in Mngt Analysis	Amounts not reported to management	Amounts not included in I&E statement	Allocation of recharges	Cost of Services	Corporate Amounts	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fees, charges and other service income	62,238	694	-1,879	-6,448	-23,074	31,531	1,183	32,714
Interest and investment income						0	198	198
Income from council tax						0	7,443	7,443
Government grants and contributions	42,888	124	-50			42,962	7,339	50,301
Other Items						0	1,147	1,147
Total income	105,126	818	-1,929	-6,448	-23,074	74,493	17,310	91,803
Employee expenses	18,486	349	-371	-2,768		15,696		15,696
Other service expenses	79,142	173	-1,364	-8,217	-23,074	46,660		46,660
Capital Charges	9,135		-1,003	-275		7,857		7,857
Support service recharges	14,635	82	12	-612		14,117		14,117
Interest payments						0	3,177	3,177
Precepts						0	507	507
Payments to Housing Capital Receipts Pool						0	574	574
Other Items						0	5,654	5,654
Total expenditure	121,398	604	-2,726	-11,872	-23,074	84,330	9,912	94,242
Surplus or deficit on the provision of services	16,272	-214	-797	-5,424	0	9,837	-7,398	2,439

28. TRADING OPERATIONS

Trading Services

The Council operates a market in Ormskirk on Thursdays and Saturdays under a market charter, as well as several car parks, and a commercial assets portfolio.

Direct Service Organisations

The Council has a number of DSOs that operate in a commercial environment and balance their budget by generating income from other parts of the Council or other organisations. The DSO's income shown below largely represents internal transfers from service revenue accounts and this element is netted off in producing the Comprehensive Income and Expenditure Statement.

The surpluses generated on the DSOs have been repatriated to client services in line with accounting regulations.

	2013-14 Expenditure £'000	2013-14 Income £'000	2013-14 Deficit/ Surplus(-) £'000	2012-13 Deficit/ Surplus(-) £'000
Trading Services				
Market	209	247	-38	-50
Car Parks	462	652	-190	-281
Commercial Assets Portfolio	307	713	-406	-366
Total	978	1,612	-634	-697
DSOs				
Refuse Collection & Street Cleaning	4,496	4,697	-201	-376
Grounds Maintenance	1,566	1,559	7	2
Repatriation of balances		-194	194	374
Deficit / Surplus (-) transferred to I&E Statement	6,062	6,062	0	0

29. MEMBER ALLOWANCES

The total allowances and expenses paid in the year were £0.335m (£0.339m in 2012-13).

30. OFFICER REMUNERATION

The remuneration paid to senior officers whose salary is £50,000 or more is shown overleaf. The number of other staff whose remuneration exceeded £50,000, excluding employer's pension contributions, is shown below. Of these staff 1 was made redundant in 2012/13, compared to none in 2013/14.

Remuneration band	Number of employees	
	2013/14	2012/13
£50,000 - £54,999	5	3
£55,000 - £59,999		1
Total	5	4

The Council terminated the contracts of 5 employees in 2013-14 in a range of different service areas incurring liabilities of £0.068m (£0.146m in 2012-13).

Exit package cost band	Total number of exit packages by cost band		Total cost of exit packages in each band	
	2013/14	2012/13	2013/14	2012/13
			£'000	£'000
£0 - £20,000	3	2	16	12
£20,001 - £40,000	2	2	52	71
£60,001 - £80,000	0	1	0	63
Total	5	5	68	146

There have been no compulsory redundancies over the last 2 years.

In addition to the figures shown above there were also £59,000 of pension strain costs incurred in 2013-14 in relation to 2 flexible retirements.

It is the Council's policy that the savings made from redundancies and flexible retirements must be sufficient to ensure that the associated costs are recovered within a 3 year payback period.

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Post Title	Salary £	Expenses £	Compensation for loss of office £	Benefits in Kind £	Total before pensions £	Pension contribution £	Total £
<u>2013-14 Remuneration</u>							
Managing Director (People and Places)	88,482	0	0	4,871	93,353	18,510	111,863
Managing Director (Transformation)	87,680	0	0	4,871	92,551	17,536	110,087
Assistant Director Housing and Regeneration	67,617	0	0	4,871	72,488	13,523	86,011
Assistant Director Community Services	67,617	151	0	4,871	72,639	13,523	86,162
Assistant Director Street Scene	61,470	0	0	4,871	66,341	12,294	78,635
Assistant Director Planning	61,470	0	0	4,871	66,341	12,294	78,635
Borough Treasurer	54,328	0	0	0	54,328	10,866	65,194
Transformation Manager	54,328	0	0	0	54,328	10,866	65,194
Borough Solicitor	54,328	0	0	0	54,328	10,866	65,194
<u>2012-13 Remuneration</u>							
Managing Director (People and Places)	89,838	0	0	4,871	94,709	18,510	113,219
Managing Director (Transformation)	88,430	0	0	4,871	93,301	17,536	110,837
Assistant Director Housing and Regeneration	67,617	0	0	4,871	72,488	13,523	86,011
Assistant Director Community Services	67,690	151	0	4,871	72,712	13,523	86,235
Assistant Director Street Scene	61,515	0	0	4,871	66,386	12,294	78,680
Economic Regeneration & Strategic Property Officer (left in year)	5,658	0	0	0	5,658	1,049	6,707
Assistant Director Planning	60,191	0	0	4,871	65,062	12,038	77,100
Borough Treasurer	52,510	0	0	0	52,510	10,502	63,012
Transformation Manager	52,645	0	0	0	52,645	10,502	63,147
Borough Solicitor	53,149	0	0	0	53,149	10,502	63,651

31. EXTERNAL AUDIT COSTS

	2013/2014 £'000	2012/2013 £'000
Fees payable in relation to the audit of the accounts and inspection fees	57	57
Fees payable for the certification of grant claims and returns	17	17
Audit Commission Rebate	-6	0
Total	68	74

32. GRANT INCOME

The following grants and contributions were credited to the Comprehensive Income and Expenditure Statement.

	2013/2014 £'000	2012/2013 £'000
<i>Credited to Taxation and Non Specific Grants</i>		
Revenue Support Grant	4,353	126
New Homes Bonus	637	201
Council Tax Freeze Grant	70	174
Small Business Rate Relief	373	0
Business Rates Safety Net	577	0
Other Grants	41	51
Total non ring fenced government grants	6,051	552
<i>Credited to Services</i>		
Benefit Payments and Administration	30,303	39,158
Regeneration Grants	19	334
Capital Grants	662	1,968
Contributions to Refuse and Cleansing	994	1,052
Contribution to Highways	258	263
Other Grants and Contributions	251	187
Total	32,487	42,962

Figures for Business Rates grants and Revenue Support Grant are not directly comparable between years, due to the implementation of Business Rates Retention and local Council Tax Support in 2013/14. In 2012/13 the Council received an allocation of business rates grant from the National Pool, but this was replaced with a local share of business rates income direct from the Collection Fund in 2013/14. In 2013/14 Council Tax Benefit was replaced by discounts under the local Council Tax Support scheme, and the subsidy previously received to finance the benefits expenditure was replaced by cash limited funding within Revenue Support Grant and local share allocations.

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

	2013/2014 £'000	2012/2013 £'000
<i>Grants and Contributions Received in Advance</i>		
Section 106 Agreements	1,762	1,730
Commuted Sums	111	97
St Richards	121	170
Total	1,994	1,997

33. 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. Disclosures of these transactions allow readers to assess the extent to which the Council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.

Central Government

Central Government has significant influence over the general operations of the Council and it is responsible for providing the statutory framework within which the Council operates. It provides the majority of the Council's 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. Grants received from the Government are set out in the subjective analysis in note 27 on reporting for resource allocation decisions and in note 32 on grant income.

Members

Members of the Council have direct control over the Council's financial and operating policies. The total of Member allowances paid in 2013-14 is shown in note 29.

There are 54 Council Members, of which 20 are also Parish Councillors, 10 are County Councillors, 1 is a Member of the Police Authority, and 1 is a Member of the Fire and Rescue Authority. Precept payments to Lancashire County Council, Lancashire Fire Authority and Lancashire Police Authority are shown in the Collection Fund. The total precepts paid to Parish Councils are shown in note 8 and grant funding of £0.129m (£0.119m in 2012-13) was also provided to them. Details of the payments made to the Lancashire Pension Fund are shown in note 37.

Decisions on the overall level of funding to be provided to Parish Councils are taken by full Council with due regard to procedures for preventing undue influence. Decisions on how this funding pot is allocated to parishes are determined by the Borough Treasurer using a set formula in consultation with a Cabinet Member who is not a Parish Councillor.

Grant payments were also made to a number of voluntary organisations in which Council Members had interests as follows:

- Council for Voluntary Services – £32,779 – 2 Members
- Women's Refuge – £11,230 – 1 Member

The Council is committed to maintaining and developing sound arrangements for its corporate governance, including having procedures in place to prevent undue influence. As part of this commitment, Members must make disclosures of their interests to the Council's Monitoring Officer. Details of

these disclosures are recorded and maintained in registers of interests and can be viewed on the Council's website.

Members have to declare any significant interests in agenda items at the start of Committee meetings, and cannot then take part in any discussions or decisions in relation to those items.

Officers

Officers must make disclosures of their interests to the Council's Monitoring Officer and these are maintained in a register of interests. Officers may not take part in any discussion, decision or administration in relation to these items.

Other Related Parties

The Council has entered into a long term contractual arrangement with Lancashire County Council and BTLs for the provision of Revenues, Benefits and IT Services worth £3.1m in 2013-14 (£3.2m in 2012-13). The Council also received income of £1.25m (£1.32m in 2012-13) from Lancashire County Council in relation to Refuse and Recycling, Street Cleansing and Highways Maintenance activities.

Payment of subsidy of £0.454m (£0.467m in 2012-13) was made to West Lancashire Community Leisure Ltd as part of the Council's Leisure services arrangement. The Council provides the majority of the Trust's funding and also appoints one out of the Trust's 6 Board Members.

34. CAPITAL EXPENDITURE AND CAPITAL FINANCING

The total amount of capital expenditure for the year is shown in the table below (including the value of assets acquired under finance leases and long term contracts), together with the resources used to finance it.

	2013/2014 £'000	2012/2013 £'000
Opening Capital Financing Requirement	93,802	94,515
<i>Capital Investment</i>		
Property, Plant and Equipment	13,635	7,890
Heritage Assets	48	4
Assets Held for Sale	30	0
Intangible Assets	120	17
Revenue Expenditure Funded from Capital Under Statute	1,068	2,102
<i>Sources of Finance</i>		
Capital Receipts	-1,160	-1,285
Government Grants and Other Contributions	-988	-2,212
Direct Revenue Contributions	-12,981	-6,744
Minimum Revenue Provision	-323	-485
Closing Capital Financing Requirement	93,251	93,802
<i>Explanation of Movement in Year</i>		
Movement in other long term liabilities	-228	-228
Minimum Revenue Provision	-323	-485
Change in Capital Financing Requirement	-551	-713

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, which is a measure of the capital expenditure incurred by the Council that has yet to be financed.

35. LEASES

Authority as Lessee: Finance Leases

The Council acquired a number of vehicles under finance leases, and these assets were shown under Vehicles, Plant, Furniture and Equipment in the Balance Sheet, with a net value of £0.157m in 2012/13. All of these leases came to an end during 2013/14 and consequently they are no longer included in the Balance Sheet.

The Council had committed to making minimum payments under these leases comprising settlement of the long term liability for the interest in the vehicles acquired and finance costs that will be payable in future years while the liability remains outstanding. The minimum lease payments were made up of the following amounts:

	2013/2014 £'000	2012/2013 £'000
Finance lease liabilities	25	25
Finance costs payable in future years	0	0
Total	25	25

The minimum lease payments are payable over the following periods:

	2013/2014 £'000	2012/2013 £'000
Not later than one year	0	22
Later than one year and not later than five years	0	3
Total	0	25

Authority as Lessee: Operating Leases

The Council has acquired a number of vehicles by entering into operating leases, typically with lives not exceeding five years. The Council entered into a new arrangement with regards to vehicle supply and maintenance during 2012-13. A review was undertaken that determined the supply of the vehicles under this contract represented an embedded lease.

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

	2013/2014 £'000	2012/2013 £'000
Not later than one year	734	544
Later than one year and not later than five years	1,897	1,905
Total	2,631	2,449

Authority as Lessor: Operating Leases

The Council leases out property and equipment under operating leases for the provision of community services such as community centres, and for economic development purposes to provide suitable accommodation for the business community.

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

	2013/2014 £'000	2012/2013 £'000
Not later than one year	1,549	1,680
Later than one year and not later than five years	1,162	1,027
Later than five years	3,109	2,895
Total	5,820	5,602

36. OTHER LONG TERM LIABILITIES AND CONTRACTS

The Council has agreed a 15-year investment programme in its leisure centres through a partnership arrangement with Serco that started in January 2005. This investment will be repaid over the lifetime of the contract.

	2013/2014 £'000	2012/2013 £'000
Balance brought forward	1,091	1,528
Leisure trust repayments	-228	-228
Lease principal repayments	-55	-209
Balance carried forward	808	1,091

In October 2011 the Council agreed a 10 year contract for the provision of its IT, Revenues and Benefits Services with Lancashire County Council and BTLS, with an annual value of £3.4m. In October 2012 the Council agreed a 5 year contract for vehicle supply and maintenance with May Gurney (who are now owned by Keir Limited) with an annual value of just under £1.0m.

37. DEFINED BENEFIT PENSION SCHEMES

Participation in Pension Schemes

The Council makes contributions towards the cost of post-employment benefits as part of the terms and conditions of employment of its officers. Although these benefits will not actually be payable until employees retire, the Authority has a commitment to make the payments, which needs to be disclosed at the time that employees earn their future entitlement.

The Council participates in the Local Government Pension scheme, which is a funded defined benefit final salary scheme, meaning that the Council and employees pay contributions into a fund calculated at a level intended to balance the pension liabilities with the investment assets. However the Local Government Pension Scheme has changed from April 2014, and from that date future pensions entitlement will be calculated based on career average earnings rather than final salary.

Management of the Fund is vested in Lancashire County Council as Administering Authority of the Fund. Lancashire County Council has appointed a Pension Fund Committee (comprised of a mixture of County Councillors and representatives from other employers) to manage the Fund. The Committee is assisted by an investment panel which advises the Committee on its investment strategy and risk management provisions. The scheme is operated under the regulatory framework for the Local Government Pension scheme, and policy is determined in accordance with the Pensions Fund Regulations.

The Lancashire County Pension Fund is a multi-employer arrangement, under which each employer is responsible for the pension costs, liabilities and funding risks relating to its own employees and former employees. Each employer's contributions to the Fund are calculated in accordance with the LGPS Regulations, which require an actuarial valuation to be carried out every three years. The latest actuarial valuation of the Fund was carried out at 31 March 2013, and at that date showed a funding level of 78% (assets of £5.0bn against accrued liabilities of about £6.4bn).

Contributions for each employer are set having regard to their individual circumstances. The Regulations require the contributions to be set with a view to targeting the Fund's solvency, and the detailed provisions are set out in the Fund's Funding Strategy Statement. The fund's employers are paying additional contributions over a period of 19 years in order to meet the shortfall set out above.

Previously the Council had arrangements in place for the award of discretionary post-employment benefits upon early retirement, although these awards are no longer made. This is an unfunded defined benefit arrangement, under which liabilities were recognised when awards were made. However, there are no investment assets built up to meet these pension liabilities, and cash has to be generated to meet actual pension payments as they eventually fall due.

Risks and Investment strategy

The Fund's primary long-term risk is that the Fund's assets will fall short of its liabilities (i.e. promised benefits payable to members). The aim of investment risk management is to balance the minimisation of the risk of an overall reduction in the value of the Fund with maximising the opportunity for gains across the whole Fund portfolio. The Fund achieves this through asset diversification to reduce exposure to market risk (price risk, currency risk and interest rate risk) and to keep credit risk to an acceptable level. In addition, the Fund manages its liquidity risk to ensure there is sufficient liquidity to meet the Fund's forecast cash flow.

Market Risk

Market risk is the risk of loss from fluctuations in equity and commodity prices, interest and foreign exchange rates and credit spreads. To mitigate market risk, the Fund and its investment advisors undertake appropriate monitoring of market conditions and benchmarking analysis.

Other Price Risk

Other price risk represents the risk that the value of a financial instrument will fluctuate as a result of changes in market prices (other than those arising from interest rate risk or foreign exchange risk). The Fund's investment managers mitigate this price risk through diversification. The selection of securities and other financial instruments is monitored by the Fund to ensure it is within limits specified in the fund investment strategy.

Interest Rate Risk

The Fund invests in financial assets for the primary purpose of obtaining a return on investments. These investments are subject to interest rate risks, which represent the risks that the fair value of future cash flow of a financial instrument will fluctuate because of changes in market interest rates. The Fund's interest rate risk is routinely monitored by the Investment Panel and its investment advisors.

Currency risk

Currency risk represents the risk that the fair value cash flow of a financial instrument will fluctuate because of changes in foreign exchange rates. The Fund's currency rate risk is routinely monitored by the Fund and its investment advisors in accordance with the Fund's risk management strategy.

Credit risk

Credit risk represents the risk that the counterparty to a transaction or a financial instrument will fail to discharge an obligation and cause the Fund to incur financial loss. Credit risk is minimised by ensuring that counterparties meet the Fund's credit criteria. The Fund has also set limits as to the maximum percentage of the deposits placed with any class of financial institution.

Liquidity risks

Liquidity risk represents the risk that the Fund will not be able to meet its financial obligations as they fall due. The Fund therefore takes steps to ensure that there are adequate cash resources to meet its commitments, and the Fund has immediate access to its cash holdings.

Other risks

Actions taken by the government, or changes to European legislation, could result in stronger local funding standards, which could materially affect the authority's cash flow.

These risks are mitigated to a certain extent by the statutory requirements to charge the General Fund and Housing Revenue Account the amounts required by statute, rather than accounting rules, as set out in the accounting policies note.

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 we are required to make against Council tax is based on the cash payable in the year. Consequently the accounting cost of post-employment benefits is reversed out of the General Fund and Housing Revenue Account via the Movement in Reserves Statement.

The following transactions have been made in the Comprehensive Income and Expenditure Statement and the Movement in Reserves Statement:

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	Discretionary Benefits		All Benefits	
	2013-14	2012-13	2013-14	2012-13
	£'000	£'000	£'000	£'000
Comprehensive Income & Expenditure Statement				
<i>Cost of Services</i>				
- Current service cost	0	0	2,980	2,306
- Past service cost / gain (-)	0	0	69	64
- Settlements and curtailments	0	0	0	74
<i>Other Operating Expenditure</i>				
- Administration expenses	0	0	47	45
<i>Financing and Investment Income and Expenditure</i>				
- Interest Cost	234	259	6,661	6,758
- Expected return on scheme assets	0	0	-4,368	-4,518
Total post-employment benefit charged to the Surplus or Deficit on the Provision of Services	234	259	5,389	4,729
<i>Re-measurement of the net defined benefit liability</i>				
- Return on plan assets	0	0	481	-9,516
- Actuarial gains and losses arising on changes in demographic assumptions	14	39	650	1,509
- Actuarial gains and losses arising on changes in financial assumptions	-127	386	-11,557	15,051
Experience gains and losses on liabilities	-171	0	-2,259	0
Total post employment benefit charged to the Comprehensive Income & Expenditure Statement	-50	684	-7,296	11,773
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	-234	-259	-5,389	-4,729
Actual amount charged against the General Fund Balance for pensions	379	338	2,812	2,676

Pensions Assets and Liabilities Recognised in the Balance Sheet

The amount included in the balance sheet arising from the Council's obligation in respect of its defined benefit plans is as follows:

Pension assets and liabilities	Discretionary Benefits		All Benefits	
	2013-14	2012-13	2013-14	2012-13
	£'000	£'000	£'000	£'000
Present value of the benefit obligation	5,370	5,799	152,417	161,272
Fair value of plan assets	0	0	-106,541	-105,288
Net liability	5,370	5,799	45,876	55,984

Reconciliation of the movements in the Fair Value of Scheme Assets	Discretionary Benefits		All Benefits	
	2013-14	2012-13	2013-14	2012-13
	£'000	£'000	£'000	£'000
Opening fair value of scheme assets	0	0	105,288	93,351
Interest on plan assets	0	0	4,368	4,518
Re-measurements	0	0	-481	9,516
Administration expenses	0	0	-47	-45
Employer contributions	379	338	2,812	2,676
Contributions by scheme participants	0	0	761	732
Benefits paid	-379	-338	-6,160	-5,460
Closing Balance	0	0	106,541	105,288

Reconciliation of Present value of the Scheme Liabilities	Discretionary Benefits		All Benefits	
	2013-14	2012-13	2013-14	2012-13
	£'000	£'000	£'000	£'000
Opening Balance	5,799	5,453	161,272	140,238
Current service cost	0	0	2,980	2,306
Interest cost	234	259	6,661	6,758
Contributions by scheme participants	0	0	761	732
Re-measurement gains and losses	-284	425	-13,166	16,560
Past service costs	0	0	69	64
Settlements and curtailments	0	0	0	74
Benefits paid	-379	-338	-6,160	-5,460
Closing Balance	5,370	5,799	152,417	161,272

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An analysis of scheme assets by category is shown below:

Asset category	Sub category	Quoted (Y/N)	31 March 2013 £'000	31 March 2014 £'000
Equities	Consumer Discretionary	Y	5,153	5,923
	Consumer Staples	Y	7,691	7,779
	Energy	Y	1,126	2,167
	Financials	Y	5,205	7,856
	Health Care	Y	4,118	4,803
	Industrials	Y	4,872	6,489
	Information Technology	Y	5,701	7,069
	Materials	Y	1,280	1,989
	Miscellaneous / Unclassified	Y	0	289
	Telecommunications	Y	1,118	1,182
	Utilities	Y	813	971
Bonds	UK corporate	Y	4,770	4,172
	Overseas corporate	Y	6,861	5,639
	UK Fixed Gilts	Y	6,250	797
	UK index linked	Y	3,495	2,467
Property	Offices	N	2,655	1,942
	Offices / Warehouses	N	207	209
	Industrial / Warehouses	N	1,897	2,056
	Workshop / Garage	N	87	88
	Shops	N	2,072	1,966
	Retail Warehouse	N	1,516	1,530
	Shopping Centre	N	504	509
Multi Let Commercial Building	N	281	412	
Alternatives	UK private equity	N	2,557	2,677
	Overseas private equity	N	2,299	2,925
	Infrastructure	N	3,273	5,796
	Credit Funds	N	8,733	15,122
	Emerging Markets ETF	N	4,581	0
	Indirect Property Funds	N	159	535
	UK Pooled Equity Funds	N	3,518	32
	Overseas Pooled Equity Funds	N	8,819	9,300
Cash	Cash and cash equivalents	N	3,677	1,850
Total			105,288	106,541

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, which is an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels etc.

Mercer Limited, an independent firm of actuaries, has assessed these liabilities based on the last full actuarial valuation of the scheme as at 31st March 2013.

The significant assumptions used by the actuary are set out below:

	2013/2014 £'000	2012/2013 £'000
<i>Financial Assumptions</i>		
Rate of inflation	2.4%	2.4%
Rate of increase in salaries	3.9%	4.4%
Rate of increase in pensions	2.4%	2.4%
Rate for discounting scheme liabilities	4.4%	4.2%
<i>Expected rate of return on assets</i>		
Equities	7.0%	7.0%
Government Bonds	3.4%	2.8%
Other Bonds	4.3%	3.9%
Property	6.2%	5.7%
Cash / Liquidity	0.5%	0.5%
Other Assets	Asset specific	7.0%
<i>Longevity Assumptions</i>		
Life expectancy of a male / female		
- Current pensioner aged 65	22.8 / 25.3	22.1 / 24.8
- Future pensioner aged 65 in 20 year's time	25.0 / 27.7	23.9 / 26.7

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses 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 the 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 analyses have followed the accounting policies for the scheme, i.e. on an actuarial basis using the projected unit credit method.

Sensitivity Analysis	Liabilities £'000	Assets £'000	Deficit £'000
Central	152,417	-106,541	45,876
+ 0.1% discount rate	149,852	-106,541	43,311
+0.1% inflation rate	155,026	-106,541	48,485
+0.1% pay growth	152,970	-106,541	46,429
1 year increase in life expectancy	155,454	-106,541	48,913

Impact on the Council's Cash Flows

The objectives of the scheme are to keep employer's contributions at as constant a rate as possible. Funding levels are monitored on an annual basis and the next triennial actuarial valuation is due to be completed in March 2016.

The total normal contributions the Council expect to pay to the Pension scheme in the year to 31st March 2015 are £2.453m. Expected contributions for Discretionary Benefits in the year to 31st March 2015 are £0.379m.

38. CONTINGENT LIABILITIES AND ASSETS

The Council, along with many other local authorities, was a member of the Municipal Mutual Insurance Scheme (MMI), which ran between 1975 and 1993 when the scheme ceased in its current form. Since that date MMI has been in a scheme of arrangement whereby claims for the period are settled under the arrangement terms, with an objective of matching assets to liabilities to achieve a solvent run off. A payment was made during the year in relation to this scheme of arrangement. Further payments may also become due if the liabilities of the scheme increase, however it is not possible to estimate the potential value of these payments.

A group of Property Search Companies are seeking to claim refunds of fees paid to the Council to access land charges data. This is as a result of changes in Government policy, and many other local authorities are in a similar position. It is not clear what the total value of any such claim would be for the Council, although certain costs have been included under provisions.

The Council has lodged a claim with HM Revenues and Customs (HMRC) in relation to the VAT element on income generated on Trade Waste Activities in previous financial years plus interest. HMRC have stated that VAT on this service should not be levied on customers, however this position is still uncertain and consequently this potential income has not yet been recognised.

An estimate of the cost of current NNDR appeals has been provided for within the accounts. However no provision has been made for any future NNDR appeals, as it is not possible to predict their potential cost impact at this time.

39. NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS

The Council has adopted CIPFA's Treasury Management Code of Practice, and our Treasury Management policy and strategy (available at www.westlancs.gov.uk) set out a framework for the control of risk arising from financial instruments. Treasury Management activities are recognised as a significant risk area and this is reflected in the Council's Key Risk Register.

The Council's activities expose it to a variety of financial risks as set out below:

(a) Credit risk - the possibility that other parties might fail to pay amounts due to the Council

Credit risk from deposits with banks and financial institutions is minimised through the Annual Treasury Management Strategy which requires that deposits are only made with institutions that meet identified minimum credit criteria, and places limits on the time period and amounts to be invested with individual counter parties.

Investments are only made with UK based financial institutions with excellent credit ratings and other local authorities, and the maximum length for an investment is currently limited to 3 months. The Council's maximum exposure to credit risk in relation to its investments and money at call of £13.08m cannot be assessed generally as the risk of any institution failing to make payments of interest or repaying the principal sum will be specific to each individual institution. However the Council prioritises minimising risk above maximising its investment returns. Consequently the Council does not expect any losses from defaults on its investments, and this position has been validated by historical experience.

The Council is also exposed to credit risk that it may not recover all of its debtor balances in full from its customers and other parties. Details on debtor balances and the associated bad debt provisions, which are typically based on the age of the debt and experience of default and uncollectability, are shown in note 18.

(b) Liquidity risk - the possibility that the authority might not have funds available to meet its commitments to make payments

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The Council has a comprehensive cash flow management system that seeks to ensure that cash is available as needed. However if unexpected commitments did arise, the Council has ready access to an overdraft with its bank, or borrowing through the Public Works Loan Board. There is also typically a significant amount of money held at call that would be available.

Consequently there is no significant risk that the Council will be unable to raise finance to meet its commitments under financial instruments.

There is a risk that the Council could be bound to replenish a significant proportion of its borrowings at a time of unfavourable interest rates. However no borrowing is due to mature for over 10 years, and the debt portfolio has been spread out over a period of up to 50 years. The maturity analysis of loans is set out below:

Maturity analysis of loans	2013/2014	2012/2013
	£'000	£'000
Between 10 and 15 years	4,411	4,411
Between 15 and 20 years	4,411	4,411
Between 20 and 25 years	8,821	8,821
Between 25 and 30 years	8,821	8,821
Between 30 and 35 years	17,642	8,821
Between 35 and 40 years	17,642	17,642
Between 40 and 45 years	17,643	17,642
Between 45 and 50 years	8,821	17,643
Total	88,212	88,212

(c) Market risk - the possibility that there will be a financial loss because of changes in interest rates, market prices, foreign exchange currency rates etc.

The Council is exposed to risk in terms of its exposure to interest rate movements on its borrowings and investments. Movements in interest rates can have a complex impact, and for example an increase in interest rates would have the following effect:

- Borrowing at fixed rates – the fair value of the liabilities will fall. However as borrowings are not carried at fair value then this would not impact on the Surplus or Deficit on the Provision of Services.
- 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 asset will fall

The Council has taken advantage of the very low interest rates available from the Public Works Loans Board specifically for HRA self financing. Consequently the £88.212m of loans that have been taken out for HRA self

financing are at fixed interest rates and with long maturity periods. An increase of 1% in discount rates would result in a reduction in the fair value of these loans of £12.051m.

Investment income in 2013-14 was £0.127m based on an average rate of interest earned of 0.538%.

There is an active strategy for assessing interest rate exposure that feeds into the setting of the annual budget and budget monitoring during the year. This allows any changes to be accommodated, and this analysis will also advise whether any new borrowing taken out should be fixed or variable.

The Council does not have any investments in shares or any financial instruments denominated in foreign currencies. Consequently it does not have any direct risk from movements in stock prices or foreign exchange rates.

40. TRUST FUNDS

The Council acts as sole trustee for three trust funds. These funds do not represent assets of the Council and are not included in the balance sheet. There has been negligible expenditure and income on these trust funds over the last 2 years.

The Richard Berry Charity was established in 1906 to provide help for the aged poor in Skelmersdale. The assets of the trust are £3,336 and there are no liabilities.

The Jervis Charity was established in 1898 to provide help for the poor or ill associated with coal mining in Skelmersdale. The assets of the trust are £1,395 and there are no liabilities.

The Ruff Public Park and Pleasure Ground was conveyed to the former Ormskirk District Council on charitable trust to be used as a public park in perpetuity.

41. PRIOR YEAR ADJUSTMENTS

Revisions have been made to IAS 19 Employee Benefits which require a change to the pension disclosures and terminology. The change is effective from 1 April 2013 and has been adopted in the Council's 2013/14 financial statements. Under the revised IAS 19, the Council is required to recognise all changes, including actuarial gains and losses, unvested past service costs, settlements and curtailments in a net-defined benefit liability when they occur.

The impact of this change on the comparative figures for 2012/13 is shown in the table below. In addition the 2012/13 opening value of the net pension liability has been increased by £0.153m to £47.173m to correct for a previous error. This is matched by a corresponding change to the value of the pension reserve.

Pension entries	2012-13 Original	2012-13 Revised	Change
	£'000	£'000	£'000
Income & Expenditure Statement			
<i>Cost of Services</i>			
- Current service cost	2,251	2,306	55
- Past service cost / gain (-)	64	64	0
- Settlements and curtailments	74	74	0
<i>Other Operating Expenditure</i>			
- Administration expenses	0	45	45
<i>Financing and Investment Income & Expenditure</i>			
- Interest Cost	6,813	6,758	-55
- Expected return on scheme assets	-5,242	-4,518	724
Total post-employment benefit charged to the Surplus or Deficit on the Provision of Services	3,960	4,729	769
Re-measurement of net defined pension liability	7,813	7,044	-769

A £1.5m investment was incorrectly classified as a cash equivalent rather than a short term investment in the 2012-13 accounts. This position has now been amended in the 2012-13 comparative figures included within this statement, with the effect of increasing short term investments from £11.008m to £12.508m, and reducing cash and cash equivalents from £5.449m to £3.949m. The balance sheet, cash flow statement, note 19 and note 25 have been updated to reflect this change.

HOUSING REVENUE ACCOUNT INCOME AND EXPENDITURE STATEMENT

2012/2013 £'000		2013/2014 £'000	£'000
	Expenditure		
-3,830	Repairs and maintenance (note 2)	-3,754	
-7,999	Supervision and management	-7,965	
-226	Rents, rates, taxes and other charges	-437	
-1	Negative HRA subsidy payable	0	
-2,394	Depreciation (note 3)	-2,495	
-3,520	Impairment (note 3)	-11,365	
-179	Movement in bad debt provision	-182	
-18,149	Total expenditure		-26,198
	Income (note 5)		
21,467	Dwelling rents	22,225	
413	Non-dwelling rents	377	
2,232	Charges for services and facilities	2,166	
0	Contributions towards expenditure	18	
24,112	Total income		24,786
5,963	Net Cost of Services in the Comprehensive Income & Expenditure Statement		-1,412
-364	HRA share of Corporate & Democratic Core		-350
-13	HRA share of Pension Past Service Gain/Cost(-)		-15
5,586	Net Cost of HRA Services		-1,777
	HRA share of the operating income and expenditure included in the Comprehensive Income and Expenditure Statement		
167	Gain on Disposal of Non-Current Assets		-202
-3,057	Interest payable		-3,057
116	Interest and Investment Income		88
-282	Pensions interest cost and expected return on pensions assets		-502
0	Pension administration expenses		-10
139	Capital grants and contributions receivable		0
2,669	Deficit (-) / Surplus for the year on HRA services		-5,460

MOVEMENT ON THE HRA STATEMENT

2012/2013 £'000		2013/2014 £'000
		£'000
657	HRA Balances brought forward	657
2,669	Surplus or Deficit (-) for the year on the HRA Income and Expenditure Statement	-5,460
-525	Adjustments between accounting basis and funding basis under statute	2,219
2,144	Net change before transfers to or from reserves	-3,241
-2,144	Transfers to or from reserves	3,366
0	Increase or Decrease in balances in year	125
657	HRA Balances carried forward	782

Adjustments between accounting basis and funding basis under statute

2012/13 £'000		2013/14 £'000
6	Transfers to/from Accumulated Absences Account	6
-167	Gain (-) or loss on sale of non-current assets	202
209	HRA share of contributions to or from the Pensions	576
-3,701	Capital expenditure funded by the HRA	-9,670
-2,394	Transfer to Major Repairs Reserve	-2,495
	Transfers to and from the Capital Adjustment Account	
3,520	- Impairment (note 3)	11,365
2,394	- Depreciation (note 3)	2,495
-139	- Capital Grants	0
-253	- Provision for repayment of debt	-260
-525	Total adjustments	2,219

NOTES TO THE HOUSING REVENUE ACCOUNT

1. The Housing Revenue Account

The Housing Revenue Account (HRA) reflects a statutory obligation to account separately for local authority housing provision. The Income and Expenditure Statement shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and other income. The Council charges rents to cover expenditure in accordance with regulations and this may be different from the accounting cost. The increase or decrease in the year, on the basis of which rents are raised, is shown in the Movement in Reserves Statement.

2. Repairs and Maintenance

Details of repairs and maintenance expenditure are as follows:

	2013/2014 £'000	2012/2013 £'000
Programmed Work (including painting)	876	1,251
Day to day repairs	2,878	2,579
Total	3,754	3,830

3. Capital charges

An impairment charge of £11.365m (£3.520m in 2012-13) has been made to the HRA in the year. This reflects impairment and revaluation decreases that could not be charged against the Revaluation Reserve. These charges do not affect the bottom line position of the HRA as they are reversed in the Adjustments section of the Movement on the HRA Statement.

Depreciation charges of £2.495m have been made to the HRA to reflect its use of assets (£2.394m in 2012-13). An amount equal to depreciation has then been transferred to the Major Repairs Reserve, which has been used to finance capital expenditure.

4. Pensions

The HRA has been compiled on a FRS17/IAS19 compliant basis. This treatment does not affect the bottom line position of the HRA, as accounting entries are reversed out in the Adjustments section of the Movement on the HRA Statement and replaced with the HRA's actual contribution to the pension fund.

5. Rents and Service Charges

Dwelling rents comprise the total rent income for all Council owned dwellings in the year. The average rent of our dwellings at the end of 2013/14 was £68.18 (on a 52 week basis). This is an increase of £2.92 over the figure at the end of 2012/13.

Non-dwelling rents include the rent of garages, garage sites, and miscellaneous plots of housing land. The Council also levies service charges to contribute towards the costs of special services such as Caretakers, door entry systems, sheltered dwellings, and furnished homes.

6. Rent Arrears and Provision for Bad Debts

	2013/2014 £'000	2012/2013 £'000
Arrears carried forward	1,026	1,074
Provision for bad debts carried forward	481	523

7. Movement in the Major Repairs Reserve

	2013/2014 £'000	2012/2013 £'000
Balance brought forward	0	535
Depreciation Charge	2,495	2,394
Funding for Capital Expenditure	-2,495	-2,929
Balance carried forward	0	0

8. Housing Stock

The Council owned an average of 6,248 dwellings (including flats and maisonettes, houses and bungalows) during 2013/2014. This table shows the changes in stock over the last two years.

	2013/2014	2012/2013
Opening Stock	6,298	6,323
Sales	-48	-25
Demolitions	-52	0
Closing Stock	6,198	6,298

This table shows an analysis of the housing stock at 31st March 2014:

	PRE 1919	1919-44	1945-64	AFTER 1964	TOTAL
Low-Rise Flats					
1 Bedroom	-	-	50	1,029	1,079
2 Bedroom	-	-	109	86	195
3 (or more) Bedroom	-	-	-	11	11
Sub Total	-	-	159	1,126	1,285
Medium-Rise Flats					
1 Bedroom	-	1	1	311	313
2 Bedroom	-	-	-	576	576
3 (or more) Bedroom	-	-	1	120	121
Sub Total	-	1	2	1,007	1,010
Houses					
1 Bedroom	-	32	286	264	582
2 Bedroom	4	56	218	266	544
3 Bedroom	3	146	479	1,782	2,410
4 (or more) Bedroom	-	5	6	356	367
Sub Total	7	239	989	2,668	3,903
Totals	7	240	1,150	4,801	6,198

9. Movement in the Balance Sheet Value of HRA Non Current Assets

	Intangible Assets £'000	Assets held for sale £'000	Council dwellings £'000	Other land / buildings £'000	Plant & Equipment £'000	Infra- structure £'000	Total £'000
Opening value	86	148	147,694	135	212	72	148,347
Additions and Enhancements	29		12,058				12,087
Disposals		-148	-2,012				-2,160
Depreciation	-26		-2,423		-46		-2,495
Revaluation and Impairment			-9,368	506			-8,862
Transfers		120	-148	28			0
Closing value	89	120	145,801	669	166	72	146,917

10. Vacant Possession Value of Council Dwellings

The vacant possession value of dwellings on the 1st April 2013 was £413.4m (£415.4m at 1st April 2012).

The difference between the vacant possession value and balance sheet value of dwellings within the HRA reflects the economic cost to the Government of providing Council housing at less than open market rents.

11. Sources of Funding for HRA Capital Expenditure

	2013/2014 £'000	2012/2013 £'000
Major Repairs Reserve	2,495	2,929
HRA Contribution	9,670	3,701
Capital Grants	0	139
Total	12,165	6,769

12. Capital Receipts

	2013/2014 £'000	2012/2013 £'000
Receipts on disposals of HRA assets	1,958	1,008

COLLECTION FUND STATEMENT

2012-2013		2013-2014	
£'000		£'000	£'000
INCOME			
49,108	Council Tax - amount receivable net of benefits and transitional relief (note 2)	50,146	
8,718	Transfers from the General Fund (Council tax benefits and transitional relief)	0	
35	Contributions to Previous Year's Deficit - Council tax (note 3)	277	
30,392	Business rates – amount receivable net of mandatory and discretionary relief (note 4)	30,307	
88,253	Total income		80,730
EXPENDITURE			
57,539	Council Tax precepts and demands (note 5)	49,391	
Business rates			
29,618	- Payment to central government	15,127	
0	- Payment to preceptors (note 6)	15,127	
0	- Transitional protection payments	234	
133	- Cost of collection allowance	134	
Impairment of debts			
413	- Council tax write off and provisions	741	
641	- Business rates write offs and provisions	483	
0	Provision for Business Rate appeals	2,146	
88,344	Total expenditure		83,383
-91	Movement on Fund Balance (note 7)		-2,653

NOTES TO THE COLLECTION FUND

1. The Collection Fund Account

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

2. Council Tax

The amount of Council Tax to be credited to the Comprehensive Income and Expenditure Statement for both billing authorities and major preceptors is their share of the accrued income. However, statute requires that the amount to be credited to the General Fund should be the authority's precept or demand for the year plus its share of the previous year's Collection Fund surplus or deficit. The difference between this regulatory charge and the accrued income is taken to the Collection Fund Adjustment Account, as shown in note 6.

Since the collection of Council tax is an agency arrangement, debtor and creditor balances belong proportionately to the billing authority and the major preceptors. This results in a debtor/creditor position between the billing authority and each major preceptor.

The council tax base for 2013/2014 was 32,918.67 (37,884.00 in 2012/13) Band D equivalent properties calculated as follows:

Property Band	Chargeable Dwellings	Band Multiplier	Relevant Amount
A	8,249.87	6/9	5,499.91
B	6,203.56	7/9	4,824.99
C	7,475.58	8/9	6,644.96
D	5,869.88	1	5,869.88
E	4,117.28	11/9	5,032.23
F	2,180.77	13/9	3,150.00
G	1,403.10	15/9	2,338.50
H	63.75	2	127.50
Total Relevant Amount			33,487.97
Estimated Collection Rate			98.3%
Council Tax Base			32,918.67

3. Surplus / Deficit on Council Tax Collection

The final outturn on Council Tax operations shows a surplus of £0.052m, which compares with the estimated surplus of £0.284m declared in January 2014 and which will be recovered in 2014-15.

The financing arrangements for deficits / surpluses in respect of Council Tax provide for a sharing between major precepting authorities in proportion to their demands on the Collection Fund. The following table shows how these items have been shared over the last 2 years.

	2013/2014 Deficit £	2012/2013 Deficit £
Lancashire County Council	-202,145	-25,644
Lancashire Police Authority	-27,345	-3,384
Lancashire Fire Authority	-11,609	-1,473
West Lancashire Borough Council	-35,919	-4,556
Total	-277,018	-35,057

4. National Non-Domestic Rates (NNDR)

NNDR is the business rate and is organised on a national basis. The Government specifies an amount (47.1p in 2013/14 and 45.8p in 2012/13) and, subject to the effects of transitional arrangements and mandatory and discretionary reliefs, local businesses pay rates calculated by multiplying that amount by their rateable value.

The NNDR income after reliefs was £30.307m for 2013/2014 (£30.392m for 2012/13). The rateable value for the Council's area at the end of the financial year 2013/14 was £80.075m (£80.246m for 2012/13).

Prior to April 2013, accounting arrangements for NNDR reflected the fact that it was in substance an agency arrangement, with the Council being the agent of the Government in the collection of the charge. Consequently:

- NNDR income did not belong to the billing authority and was not included in its Comprehensive Income and Expenditure Statement
- NNDR debtor and creditor balances with taxpayers were not recognised in the authority's balance sheet
- Cash collected belonged to the Government, and any amounts over or under paid were recognised in the balance sheet as a Government debtor or creditor

However from 2013/14, NNDR income, debtor and creditor balances, provisions, arrears and prepayments have been apportioned between the Council, Government, Lancashire County Council, and Lancashire Combined Fire Authority, as a result of the implementation of Business Rates Retention.

5. Council Tax Precepts and Demands

Authority	2013/2014 £'000	2012/2013 £'000
Lancashire County Council	35,754	41,987
West Lancashire Borough Council	6,508	7,461
Lancashire Police Authority	5,034	5,680
Lancashire Fire Authority	2,095	2,411
Total	49,391	57,539

6. Business Rates Payments to Preceptors

Authority	2013/2014 £'000
West Lancashire Borough Council	12,102
Lancashire County Council	2,723
Lancashire Fire Authority	302
Total	15,127

7. Movement on Fund Balances

	Closing Balance £'000	Movement In year £'000	Opening Balance £'000
Council Tax	52	291	-239
Business Rates	-2,944	-2,944	0
Total	-2,892	-2,653	-239