

AUDIT AND GOVERNANCE COMMITTEE AGENDA



Thursday 16 July 2015

at 10.00 am

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: AUDIT AND GOVERNANCE COMMITTEE

Councillors Ainslie, S Akers-Belcher, Belcher, Cook, Lawton, Martin-Wells plus vacancy

Standards Co-opted Members: Mr Norman Rollo and Ms Clare Wilson

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

3.1 To confirm the minutes of the meeting held on 25 June 2015.

4. AUDIT ITEMS

4.1 Internal Audit Plan 2015/16 Update – *Head of Audit and Governance*

4.2 Local Audit and Accountability Act Update – *Chief Finance Officer*

4.3 The 2014/2015 Financial Report (including the 2014/15 Statement of Accounts) – *Chief Finance Officer*

4.4 Appointments to Committees/Forums – *Democratic Services Team Manager*



5. **STANDARDS ITEMS**

No items.

6. **STATUTORY SCRUTINY ITEMS**

No items.

7. **MINUTES FROM RECENT MEETINGS OF SAFER HARTLEPOOL PARTNERSHIP**

No items.

8. **ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

ITEMS FOR INFORMATION

Date and time of next meeting – Thursday 6 August 2015 at 10.00 am in the Civic Centre, Hartlepool



AUDIT AND GOVERNANCE COMMITTEE

MINUTES AND DECISION RECORD

25 June 2015

The meeting commenced at 10.00 am in the Civic Centre, Hartlepool.

Present:

Councillor: Ray Martin-Wells (In the Chair)

Councillors: Jim Ainslie, Stephen Akers-Belcher, Sandra Belcher, Rob Cook
and Trisha Lawton

Co-opted Members:

John Cambridge, Norman Rollo and Clare Wilson

Officers:

Peter Devlin, Chief Solicitor
Laura Stones, Scrutiny Support Officer
Julian Heward, Public Relations Officer
Marley Wise, Modern Apprentice
Angela Armstrong, Principal Democratic Services Officer

1. Apologies for Absence

None.

2. Declarations of Interest

None.

3. Minutes of the meeting held on 30 April 2015

Confirmed.

4. Audit Items

None.

5. Consideration of Investigation Reports – SC012/2014 and SC07/2015 *(Chief Solicitor and Monitoring Officer)*

The report provided the background to investigation reports, case references SC012/2014 and SC07/2015, including an addendum to the investigation report case reference SC012/2014. The Chief Solicitor and Monitoring officer provided a detailed and comprehensive presentation of

the reports on the investigations undertaken, which were attached by way of appendices.

Following the investigations, the Monitoring Officer was of the view that there was a 'finding of failure' to abide by the Code of Conduct by the Subject Member in relation to case reference SC07/2015. In relation to case reference SC012/2014, the situation was considered more complex resulting in a recommendation that seeks to look forward in the better interests of the two Members concerned and the wider interests of the Council and its community.

The Chair thanked the Independent Person for assisting the Monitoring Officer during the investigations as it had been a fairly long process. A Member commented on a number of points within the investigations adding that Members should be mindful of what were deemed as throwaway comments and the resulting implications of such comments.

In relation to case reference SC07/2015, the Independent Person questioned whether Council meetings were filmed officially. A Member highlighted that a resolution was being submitted to Council later that day to debate a proposal to move that the Local Authority film all Council meetings with the recording being made available on the Council's website.

The Chief Solicitor and Monitoring Officer was thanked for the thoroughness of the investigations.

Recommended

1) Case Reference - SC012/2014

That the complaint be further monitored during the current municipal year, focussing on the relationship between Councillors Kevin Cranney and David Riddle and that a further report be brought before the Audit and Governance Committee by the Monitoring Officer (after consultation with the Independent Persons) at his discretion.

2) Case Reference – SC07/2015

In accordance with Section 28(6) of the Localism Act 2011, on a complaint being received and duly investigated, it was determined that a finding of fact was made against Councillor Kevin Cranney following a number of complaints received in relation to the Council meeting held on 16 March 2015. Further, that the following recommendations were agreed, in view of that finding which were reasonable and proportionate upon the outcome of that investigation, namely:

- i) That Councillor Kevin Cranney as soon as practicable, issue a public apology for remarks made at the Council meeting on 16 March 2015.

- ii) That Councillor Kevin Cranney, through the Monitoring Officer provide a formal apology to the recipient of his remarks.
- iii) That the Monitoring Officer, in conjunction with the Chief Executive Officer, considers the participation of Councillor Cranney and all other Borough Councillors in appropriate equality and diversity awareness training with emphasis on their role as an elected representative of Hartlepool Borough Council.

6. Statutory Scrutiny Items

None.

7. Minutes from recent meetings of Safer Hartlepool Partnership

Minutes of the meetings held on 12 January 2015, 9 February 2015 and 20 March 2015 – received.

8. Date of Next Meeting

It was highlighted that at the Chair's request, the next meeting of the Audit and Governance Committee scheduled for Thursday 16 July 2015 would commence at 10.00am.

The meeting concluded at 10.48 am

CHAIR

AUDIT AND GOVERNANCE COMMITTEE

16 July 2015



Report of: Head of Audit and Governance

Subject: INTERNAL AUDIT PLAN 2015/16 UPDATE

1. PURPOSE OF REPORT

- 1.1 To inform Members of the progress made to date completing the internal audit plan for 2015/16.

2. BACKGROUND

- 2.1 In order to ensure that the Audit and Governance Committee meets its remit, it is important that it is kept up to date with the ongoing progress of the Internal Audit section in completing its plan. Regular updates allow the Committee to form an opinion on the controls in operation within the Council. This in turn allows the Committee to fully review the Annual Governance Statement, which will be presented to a future meeting of the Committee, and after review, will form part of the statement of accounts of the Council.

3. PROPOSALS

- 3.1 That members consider the issues within the report in relation to their role in respect of the Councils governance arrangements. Table 1 of the report detailed below, sets out the school audits that have been completed and the recommendations made.

Table 1

Audit	Objectives	Recommendations	Agreed
Rossmere Park Primary	Ensure school finance and governance arrangements are in line with best practice.	- Regular benchmarking should be undertaken to assist in identifying areas for improvements and those aspects that the school does well.	Y
		- Ensure that the financial forecasting tool is utilised on an ongoing basis.	Y
		- All recruitment documentation should be fully completed to evidence the recruitment decision making process.	Y
		- The breakfast and after school charges should be reviewed and approved by governors.	Y

Audit	Objectives	Recommendations	Agreed
		<ul style="list-style-type: none"> - Processes should be put in place that document the recovery action taken for each debt is fully recorded and debt passed to the local authority to pursue when it reaches a specified amount. - Income should be promptly banked on all occasions to ensure that income retained on the premises is kept to a minimum and also ensure that budgetary control reports are up to date. - The inventory should be extended to include all items and updated on a regular basis. A rolling programme of stock checks could be adopted; this should be recorded to ensure that all items are checked within the year. The I Pad should be added to the school inventory. - The software on each machine should be recorded and regular audits undertaken to ensure that no additional unauthorised software has been added. - The current Information Security Policy should be reviewed to ensure that it is in line with best practice guidance and the school should consider adopting the Draft Schools Information Governance Policy issued through the Schools Information Governance Group. - The school should complete the recently issued ICO Guide to Information for Schools. It should classify its assets and complete the template of information to be published. The document is included with this report. - The school should ensure that the minutes of the meeting detail the information that was provided to Governors regarding the budget. The SIMs report should be retained as evidence of the information provided. Once the Finance Committee minutes have been finalised they should be provided to Internal Audit. - Evidence that the procurement exercise for the purchase of computer equipment has been undertaken in accordance with financial procedure rules needs to be provided. - The audit needs to be completed as soon as possible and the financial statements made available to governors and parents. The constitution needs to be provided and the school would benefit from an additional signatory on the account. 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>

- 3.2 In terms of reporting internally at HBC, Internal Audit produces a draft report which includes a list of risks currently faced by the client in the area audited. It is the responsibility of the client to complete an action plan that details the actions proposed to mitigate those risks identified. Once the action plan has been provided to Internal Audit, it is the responsibility of the client to provide Internal Audit with evidence that any action has been implemented by an agreed date. The level of outstanding risk in each area audited is then reported to the Audit and Governance Committee.
- 3.3 The benefits of this reporting arrangement are that ownership of both the internal audit report and any resulting actions lie with the client. This reflects the fact that it is the responsibility of management to ensure adequate procedures are in place to manage risk within their areas of operation, making managers more risk aware in the performance of their duties. Greater assurance is gained that actions necessary to mitigate risk are implemented and less time is spent by both Internal Audit and management in ensuring audit reports are agreed. A greater breadth of assurance is given to management with the same Internal Audit resource and the approach to risk assessment mirrors the corporate approach to risk classification as recorded in covalent. Internal Audit can also demonstrate the benefit of the work it carries out in terms of the reduction of the risk faced by the Council.
- 3.4 Table 2 below summarises the assurance placed on those audits completed with more detail regarding each audit and the risks identified and action plans agreed provided in Appendix A.

Table 2

Audit	Assurance Level
Non Domestic Rates	Reasonable
Empty Homes Scheme	Reasonable
Recycling/Landfill	Reasonable
Members Allowances	Reasonable
Main Accounting System	Reasonable
Insurance	Reasonable
Payroll	Reasonable
Loans and Investments	Reasonable
Risk Management	Reasonable
Budgetary Control	Reasonable
Troubled Families Grant	Reasonable
Employees Register Gift and Hospitalitys	Reasonable
Controcc Computer Application	Reasonable
Increasing Levels of Physical Activity	Reasonable

For Members information, Table 3 below defines what the levels of assurance Internal Audit places on the audits they complete and what they mean in practice:

Table 3

Assurance Level	Meaning
Reasonable Assurance	Controls are operating satisfactorily and risk is adequately mitigated.
Limited Assurance	A number of key controls are not operating as intended and need immediate action.
No Assurance	A complete breakdown in control has occurred needing immediate action.

3.5 As well as completing the audits previously mentioned, Internal Audit staff have been involved with the following working groups:

- Information Governance Group.
- Performance and Risk Management Group.

3.6 Table 4 below details the audits that were ongoing at the time of compiling the report.

Table 4

Audit	Objectives
Manor Residents Association/Who Cares North East	To give an opinion on the adequacy of the arrangements in place to manage and expend funding received from HBC.
Fens Primary	Ensure school finance and governance arrangements are in line with best practice.
Pupil Referral Unit	Ensure finance and governance arrangements are in line with best practice.
Car Parking	Ensure that all statutory requirements are met and income received is protected.
Leisure Centre's	Ensure adequate controls exist in the areas of income, expenditure, system access, petty cash, vending machine, health & safety, stocks, DBS and purchase cards.
Street Lighting Scheme	Ensure adequate controls exist in the following areas; compliance with relevant legislation, regulations and/or guidance, project delivery including budget monitoring.
Direct Payments	Ensure adequate controls are in place around the processes in place after the calculation has been agreed. Authorisation of the initial Direct Payment will be reviewed.
ITU Fuel Management	Ensure adequate controls are in place regarding the ordering, storage, usage and recording of fuel consumption.
Child And Families Act	Ensure controls are in place that ensures all aspects of legislative requirements are adhered too.
5-19 Year Olds Health Provision	Ensure that local policies and strategies in place are aligned to national guidance and with each other making it clear what the priorities for the service are, an appropriate governance structure to effectively manage the identification of need for and subsequent delivery of public health services to children and young people in Hartlepool, Public Health Services for children and young people are provided and paid for in accordance with the contract terms and conditions resulting in the outcomes identified being achieved and payments made from public health budgets are in line with contractual agreements and are for items permitted for spend from the Public Health Grant.

Credit Card Payments	Identify the processes in place for ensuring compliance with the Payment Card Industry Data Security Standard (PCI DSS) and provide assurance that these processes effectively mitigated the risks.
St Hilds Secondary	Ensure school finance and governance arrangements are in line with best practice.
Cash/Bank	Review the procedures and processes in place for cash security, cash (and other income) collection, banking and reconciliations.
Sexual Health Services	Ensure the provision of services comply with the Local Authorities (Public Health Functions and Entry to Premises by Local Health watch Representatives) Regulations 2013.
St John Vianney Primary	Ensure school finance and governance arrangements are in line with best practice.
Smoking Cessation	Provide assurance that objectives in place are consistent with national guidance and local priorities, funding is well managed and monitored and risks attached to funding sources are recognised by all parties, services are commissioned efficiently and effectively with full regard to the national and local priorities, appropriate contracts /SLA's are in place with clear monitoring and reporting procedures in place and arrangements for managing the performance of the service ensures the achievement of strategic objectives.
S17 Welfare Payments	Ensure all payments are made in line with legislation and are adequately recorded.
Officers Expenses	Arrangements in place ensure that claims are valid, accurate, and appropriately authorised and the scheme is operated in line with legislative requirements and other HBC policies.
Purchase Card	Cards are not used inconsistently across the authority and the process achieves the anticipated benefits. Controls are correctly operated minimising the risk of fraudulent transactions. Cards are not used by unauthorised officers or officers who have not agreed to the terms and conditions of the card or without the correct restrictions being put in place leading to inappropriate transactions.

- 3.7 The work completed and currently ongoing is in line with expectations at this time of year, and audit coverage to date has allowed Mazars to place reliance on the scope and quality of work completed when meeting their requirements under the Audit Code of Practice.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the contents of the report.

5. REASON FOR RECOMMENDATIONS

- 5.1 To ensure that the Audit and Governance Committee meets its remit, it is important that it is kept up to date with the ongoing progress of the Internal Audit section in completing its plan.

6. BACKGROUND PAPERS

- 6.1 Internal Audit Reports.

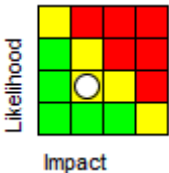
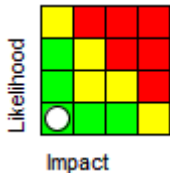
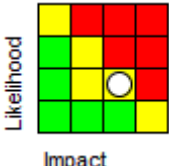
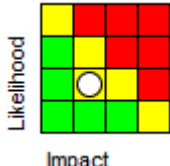
7. CONTACT OFFICER

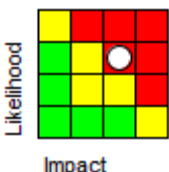
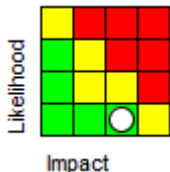
7.1 Noel Adamson
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Victoria Road
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T24 8AY

Tel: 01429 523173

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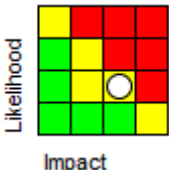
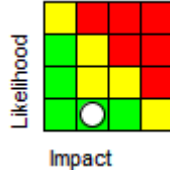
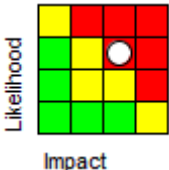
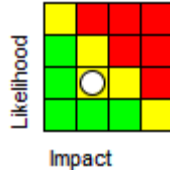
Appendix A

Audit	Objective	Assurance Level		
Non Domestic Rates	Ensure adequate procedures are in place for the billing, collection and enforcement of the national non-domestic rate (NNDR) on billing authorities.	Reasonable		
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented	
Outstanding debt may not be promptly and effectively monitored and pursued.		Approval to be obtained from Assistant CFO to write off these debts.		
Payments may be allocated to the incorrect accounts and account adjustments may be incorrectly made.		Credit balances will continue to be monitored and a review of historic credit balances will take place.		

Audit	Objective	Assurance Level		
Empty Homes	Provide assurance that properties are selected according to consistent criteria and purchased and improved in a manner that ensures that the scheme is financially viable.	Reasonable		
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented	
The Council may incur reputational damage and fail to secure future similar funding if it fails to deliver scheme objectives.		New arrangements, endorsed by the Council on 19 th December 2013, have been implemented for the management of the Council's housing stock, some 200 plus properties will be brought 'in house' and managed by the Council's Housing Service. This will include appropriate internal Service Level Agreements to cover		

4.1

		<p>financial management, legal services and housing maintenance. This will ensure that the risks highlighted in the Audit Report will be managed carefully and this significantly reduces the risks that they could reoccur.</p> <p>In future, projects of this nature will be managed using a formal project management structure including:</p> <ul style="list-style-type: none"> • An overall Project Initiation Document (PID) • Consultation pro-forma • Project Sustainability Appraisal Checklist • Project Monitoring Spreadsheet • Individual Property Monitoring Spreadsheet • Gantt chart. <p>The suite of project management documents will provide a clear and transparent process to any future project and serves to give clarity to the questions around purpose, objectives, roles of individuals, reporting structure, management hierarchy, milestones, target outputs, outcome and resources. This will ensure that in future all properties acquired will have a comprehensive plan of action covering the three component parts referred to earlier, including the key handover stages to avoid any miscommunication and lack of 'joined upness'.</p>	
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Audit	Objective			Assurance Level
Recycling/Landfill	Ensure services comply with legislative requirements, reviewing contracts between the Authority and appointed recycling companies and review performance management data to ensure that data reported is accurate and timely.			Reasonable
Risk Identified		Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented
If payments are not made on time, penalties could be incurred. Payment amounts may not be in accordance with contracts or in line with financial regulations. Incorrect charges could be made.			Smaller providers to be included in annual review of pricing schedules, to ensure that correct charges are levied for each financial year.	
Payment amounts may not be in accordance with contracts or in line with financial regulations.			A procurement exercise is to be undertaken for the disposal of tyres. This will need to take into consideration an increase in the amount of tyres to be disposed of, once HBC fleet services will be carrying out their own tyre services, and the flexible requirements to deal with fly tipped waste.	

Audit	Objective			Assurance Level
Members Allowances	Ensure payments made in respect of allowances and expenses incurred are paid in accordance with the rates approved by Council and the Independent Remuneration Panel and are bona fide. Records are maintained in a secure manner to enable claims to be able to be validated. Allowances and expenses are published as per legislation.			Reasonable
Risk Identified		Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented
No unmitigated risk identified.				

Audit	Objective	Assurance Level		
Main Accounting System	Ensure final accounts are prepared that comply with all legislation, regulation, guidance and standards; Effective closedown procedures are in place to ensure that balances and assets are accurately reported in the statement of accounts in line with legislative / regulatory requirements; The financial ledger provides the data required to meet accounting standards; Data from feeder systems transferred to the financial ledger is bone fide, authorised, accurate and reconciled.	Reasonable		
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented	
No unmitigated risk identified.				

Audit	Objective	Assurance Level		
Insurance	Ensure adequate procedures are in place in respect of the cover in needed.	Reasonable		
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented	
No unmitigated risk identified.				

Audit	Objective	Assurance Level		
Payroll	Payments made are accurate, timely and valid.	Reasonable		
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented	
No unmitigated risk identified.				



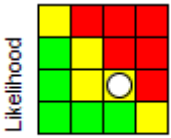



Audit	Objective			Assurance Level
Loans And Investments	Provide assurance that activities are consistent with legislative/regulatory requirements and practices are undertaken in line with CIPFA's Treasury Management Code of Practice.			Reasonable
Risk Identified	Risk Level prior to action implemented	Action Agreed		Risk Level after action implemented
No unmitigated risk identified.				

Audit	Objective			Assurance Level
Risk Management	Follow up on previous audits undertaken and specifically focus on procedures across the Council for identifying and assessing risks.			Reasonable
Risk Identified	Risk Level prior to action implemented	Action Agreed		Risk Level after action implemented
No unmitigated risk identified.				

Audit	Objective			Assurance Level
Budgetary Control	Roles and responsibilities of officers and members are clearly defined in relation to the budget setting and budget monitoring processes. Budgets are prepared within the time frame set out in the budget timetable. The timetable is laid out in accordance with statutory requirements / deadlines. The budget is promptly and accurately uploaded in to the financial ledger before the 31 March deadline. Accurate and timely information is provided to budget holders, chief officers and members to enable them to make key decisions about services.			Reasonable
Risk Identified	Risk Level prior to action implemented	Action Agreed		Risk Level after action implemented
No unmitigated risk identified.				

Audit	Objective	Assurance Level	
Troubled Families Grant	Provide assurance that the Troubled Families Grant claim for results based payments is valid and in accordance with the Troubled Families Financial Framework.	Reasonable	
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented
No unmitigated risk identified.			

Audit	Objective	Assurance Level	
Employees Register Gifts and Hospitalities	Ensure policies and procedures clearly state the requirements of relevant officers in disclosing all pecuniary and other interests, including gifts and hospitality received and promote a culture of behaviour that ensures officers act in the best interests of the Council. All relevant staff should be required to declare any prejudicial or pecuniary interest which might result in, or could reasonably be perceived by a member of the public as creating a possible conflict of interest in relation to any aspect of their work with the Council. Effective arrangements are in place to record all gifts & hospitality received. Employees are aware of the processes to follow and comply with such arrangements.	Reasonable	
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented
No unmitigated risk identified.			

Audit	Objective	Assurance Level		
Controcc Computer Application	Ensure adequate controls exist around software change management, passwords, user access set up, access rights and deactivation of accounts, audit trail, data storage and operating system access management.	Reasonable		
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented	
Unauthorised access could be gained to the system resulting in erroneous or fraudulent transactions and access to personal information.	 <p>Likelihood</p> <p>Impact</p>	Document the process for closing down leaver & other records in both CareFirst & Controcc, and complete these processes on regular basis, including recording dates completed and action taken.	 <p>Likelihood</p> <p>Impact</p>	
Unauthorised access could be gained to the system resulting in erroneous or fraudulent transactions and access to personal information.	 <p>Likelihood</p> <p>Impact</p>	Document the process for regularly reviewing security access levels in both CareFirst and Controcc, and complete these processes on regular basis, including recording dates completed and action taken.	 <p>Likelihood</p> <p>Impact</p>	
Unauthorised access could be gained to the application resulting in erroneous or fraudulent transactions and access to personal information.	 <p>Likelihood</p> <p>Impact</p>	Check with OLM (CareFirst supplier) that HBC can implement 'password expiry & security' options within CareFirst and then dependent on response, roll out this functionality to all users.	 <p>Likelihood</p> <p>Impact</p>	

Audit	Objective	Assurance Level		
Increasing Levels of Physical Activity	Review that local policies and strategies in place are aligned to national guidance where appropriate for local needs and with each other making it clear what the priorities for the service are, an appropriate governance structure is in place to effectively manage the identification of need for and subsequent delivery of services in Hartlepool to increase levels of physical activity, services are commissioned in line with Council rules and are effectively managed to ensure service objectives are achieved, performance management arrangements are effective in measuring the achievement of service objectives, payments made from increasing levels of physical activity budgets are in line with contractual agreements and are for items permitted by the Public Health Grant where this is the funding stream in place.	Reasonable		
Risk Identified	Risk Level prior to action implemented	Action Agreed	Risk Level after action implemented	
No unmitigated risk identified.				

AUDIT AND GOVERNANCE COMMITTEE

16 July 2015



Report of: Chief Finance Officer

Subject: LOCAL AUDIT AND ACCOUNTABILITY ACT
UPDATE

1. PURPOSE OF REPORT

- 1.1 To update Members on progress in relation to the application of the Local Audit and Accountability Act.

2. BACKGROUND

- 2.1 In January 2014, the Local Audit and Accountability Act received Royal Assent. It was agreed to update the Audit and Governance Committee on the arrangements in place to ensure that Council complies with the requirements of the Act.

3. APPOINTMENT OF EXTERNAL AUDITORS

- 3.1 One of the main functions of the now defunct Audit Commission was the appointment of external auditors to public bodies. The Audit Commission carried out this role before it was abolished and contracts were let until 2017 with an option to extend for three years.
- 3.2 In order to continue the appointment of external auditors, this function has been transferred to Public Sector Audit Appointments Limited (PSAA), following the Commission's closure on 31 March 2015. PSAA is a company limited by guarantee incorporated by the Local Government Association in August 2014. Although based in Local Government House, the LGA's offices in London, PSAA is operationally independent. The Secretary of State for Communities and Local Government has delegated statutory functions to PSAA under powers contained in the Local Audit and Accountability Act 2014.

3.3 From 1 April 2015 until the current audit contracts end, PSAA is responsible for:

- appointing auditors to local public bodies, including councils, police and crime commissioners, chief constables, fire and rescue authorities, NHS trusts, NHS clinical commissioning groups and small bodies with an annual turnover below £6.5 million;
- setting scales of fees, and charging fees, for the audit of accounts of local public bodies;
- making arrangements for the certification of claims or returns from local authorities in respect of housing benefit subsidy;
- overseeing the delivery by its appointed auditors of consistent, high-quality and effective external audit services to local public bodies;
- ensuring effective management of contracts with audit firms for the delivery of external audit services to local public bodies; and
- publishing the Value for Money profile tools which bring together data about the costs, performance and activity of councils and fire authorities.

3.4 PSAA is also tasked with helping to ensure a smooth transition to the new local audit regime. Steve Freer, former Chief Executive of CIPFA, is the Chairman of PSAA, supported by three non-executive board members: Caroline Gardner, Clive Grace and Stephen Sellers. To provide continuity, twelve members of staff from the Commission transferred to PSAA to continue to manage the audit contracts.

3.5 As mentioned, when the Audit Commission initially let these contracts there was an option to extend for a further three years. Over the course of the contract prices have remained fixed at the 2012 levels which have been reduced further in 2015. The prices councils are now paying for external audit is 55% less than in 2011/12 (even before taking into account inflation). The savings that the Council has made have been taken as part of the MTFS and used to partly offset the impact of Government grant cuts.

3.6 Given the reduction in prices and continuity of the provision of service, the LGA believes that it is in the sector's interest that these contracts are extended by a further three years. Questionnaires have been sent to all Directors of Finance and early indications from almost 100 councils are that over 85% of councils are of a similar view.

3.7 The Local Audit and Accountability 2014 Act has been amended by the Local Audit (Appointing Persons) Regulations 2015, which state that the requirement to have an auditor panel applies to all relevant authorities, other than those who opt in to a joint procurement option.

Given the reduction in prices mentioned brought about by collective buying power and the fact the Council would not have to set up a separate Auditor Appointing Panel, it is recommended this would be an option worthy of further exploration.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members are kept up to date on the implementation of arrangements to comply with the Local Audit and Accountability Act. If future decisions are made nationally that change the circumstances outlined in the report, the Audit and Governance Committee will be informed of any implications for the Council.
- 4.2 It is recommended that the Audit and Governance Committee supports the proposal to explore the possibility of extending the extension of the current contract for external audit services for a further three year period from 2017.
- 4.3 It is recommended that for future external auditor appointments, the Audit and Governance Committee support exploring the possibility of the Council becoming an “opted in” Authority, in order to benefit from collective buying power and the removal of the requirement to set up a separate Auditor Appointing Panel.

5. REASON FOR RECOMMENDATIONS

- 5.1 To ensure that the Audit and Governance Committee is kept up to date with all issues that are relevant to the pursuance of its remit. To ensure that the Council has in place arrangements that ensure it receives the best possible external audit service at the most competitive price.

6. BACKGROUND PAPERS

- 6.1 Local Audit and Accountability Act
Local Audit (Appointing Persons) Regulations 2015

7. CONTACT OFFICER

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AUDIT & GOVERNANCE COMMITTEE

16 July 2015



Report of: Chief Finance Officer

Subject: THE 2014/2015 FINANCIAL REPORT
(INCLUDING THE 2014/15 STATEMENT OF
ACCOUNTS)

1. PURPOSE OF THE REPORT

- 1.1 To inform Members of the arrangements for approving the Council's Financial Report for 2014/15 (which includes the Statement of Accounts) and to provide a copy of the 2014/15 unaudited Financial Report, see attached **Appendix**.
- 1.2 This will be achieved by considering the following: -
 - i) Background;
 - ii) Basis for preparing the Statement of Accounts;
 - iii) Reconciliation of the Council's Management Accounts and the Year End Statutory Accounts;
 - iv) The 2014/2015 Pre-Audit Financial Report;
 - v) Recommendations.

2. BACKGROUND

- 2.1 In accordance with the Accounts and Audit Regulations 2011, all Local Authorities are required to produce an annual Statement of Accounts by 30th June.
- 2.2 Prior to 2011/12 Members were required to approve the draft Statement of Accounts prior to audit by the External Auditors. Whilst, this requirement has been removed, Members are still required to approve the audited Statement of Accounts before 30th September. A report will be submitted to this Committee on 24th September to discharge this responsibility. The pre-audited Financial Report is being presented to your meeting today to enable Members to familiarise themselves with the Statement of Accounts and to provide time for Members to ask questions. If it should be necessary to amend the accounts during the course of the audit, any major amendments will be reported to Members.

- 2.3 To provide some context for the Financial Report the gross General Fund budget for 2014/15 was £144m, excluding schools expenditure. The net Council budget excluding services funded from fees and charges was £97.7m.

3. BASIS FOR PREPARING THE STATEMENT OF ACCOUNTS

- 3.1 Local Authorities continue to face an extremely challenging financial position owing to the impact of:
- Government grant cuts implemented up to 2015/16, this resulted in a grant cut for Hartlepool for 2014/15 of 9.6% - a reduction of £6m. This was followed by a further reduction in 2015/16 which resulted in the 2015/16 grant being £30.4m less than it was in 2010/11, an overall reduction of 39%;
 - Forecast grant cuts continuing over the three years 2016/17 to 2018/19 and an increasing risk that the actual grant cuts will be higher than forecast and will be implemented earlier;
 - The re-localisation, from 1st April 2013, of Business Rates and the decision by the Valuation Office Agency in May 2015 to reduce the Rateable Value for the Hartlepool Nuclear Power Station by 48%. This reduction reduces the Council's share of Business Rates income by approximately £3.8m per year;
 - The transfer of responsibility, from 1st April 2013, from Central Government to Councils for Local Council Tax Support schemes (LCTS), with a 10% national funding reduction.
- 3.2 In response to these financial challenges a proactive strategy was taken to managing the 2014/15 budget and reviewing reserves. This included preparing an early 2014/15 outturn forecast and the submission of regular update reports to Members throughout the year. This approach enabled the Council to develop a strategic approach for using one-off resources available from the effective management of 2014/15 budgets and the review of reserves completed during the year. This approach included allocating significant one-off resources to support the revenue budget over the period 2015/16 to 2017/18 to partly mitigate the impact of Government grant cuts on services. Without this longer term strategic approach to managing the Council's resources even greater budget cuts would have been needed in 2014/15 and then again in the following three years. Similarly LCTS cuts could not have been phased in during 2013/14, 2014/15 and 2015/16.
- 3.3 The February 2015 MTFs report advised Members that the final outturn for a range of budgets would depend on the impact of seasonal and demand led factors in the final three months of the financial year. As a range of factors remained uncertain the

approved strategy identified a potential uncommitted outturn of £188,000.

- 3.4 The actual uncommitted outturn was £450,000, which is £262,000 higher than forecast. The increase reflected a range of issues, including continued robust budget management in the final three months of the financial year and the impact of seasonal/demand led factors. The final outturn also included the removal of the potential commitment of £25,000 for part year loan repayment costs in 2015/16 which may have arisen from the use of Prudential Borrowing to repay the Jacksons Landing interest free loan. This amount will not be needed in 2015/16 as an extension of the interest free loan to October 2017 has been agreed.
- 3.5 In addition to the Revenue Budget outturn detailed in the previous paragraphs the Council also benefitted from the receipt of income from Housing Hartlepool from the sale of former Council houses of £145,000 (2013/14 £215,000). This amount was not previously included within the outturn forecasts as the amount was uncertain as it was dependent on the sale of individual properties by Housing Hartlepool and the notification of these sales to the Council.
- 3.6 After reflecting the issues detailed in the previous paragraphs the final uncommitted General Fund outturn is **£0.595m**. At the Finance and Policy Committee on 29th June 2015 Members determined to allocate £0.4m of the uncommitted outturn to cash back the Jacksons Landing interest free loan and to allocate £0.195m for initiatives to be identified by the Neighbourhood Services Committee.
- 3.7 At the date the draft accounts were prepared (30th June 2015) full Council had not met to consider the proposals which will be referred from the Finance and Policy Committee/Neighbourhood Services Committee to approve the use of the uncommitted outturn. Therefore, these resources are included within the Unearmarked General Fund Reserves at 31st March 2015.

4. RECONCILIATION OF MANAGEMENT ACCOUNTS AND YEAR END STATUTORY ACCOUNTS

- 4.1 As reported in the MTFS the outturn strategy was designed to manage financial risks and unavoidable commitments in 2014/15 and future financial years. This position was therefore reflected in the management accounts and the MTFS report. At the end of the financial year the Council is required to prepare statutory accounts which present this information in a defined format.
- 4.2 In relation to the links between the management accounts and the statutory accounts the key statement is the note showing 'Transfer to/from Earmarked Reserves' on page 36 of the Financial Report, as summarised below.

Table 1 – Value of Council's Revenue Reserves

Balance at 31 March 2014 £'000		Balance at 31 March 2015 £'000
54,750	Total Reserves (per 2014/15 Statement of Accounts)	61,896
	<u>Less Reserves Held in Trust and Earmarked Reserves:</u>	
7,042	School Balances	5,871
4,443	Earmarked Capital Reserves	6,892
4,677	Ringfenced Grants	6,424
3,732	Budget Support Fund - 2014/15 to 2016/17	5,455
517	Civic Lottery Reserve & Museum Acquisitions	529
20,412	Total Reserves Held in Trust and Earmarked Reserves	25,171
34,338	Value of Council's Revenue Reserves	36,725

- 4.3 The transfer into reserves identified in the statutory accounts (see page 2 of the Financial Report 2013/14) and detailed in the above table reflects the year end accounting treatment of the issues approved in the MTFS. The following table shows the final outturn position and reflects the issues previously approved in the MTFS.

Description of Expenditure	2014/2015 Approved Budget £000	2014/2015 Actual Expenditure / Income £000	2014/2015 Variance Adverse / (Favourable) £000
Departmental Expenditure			
Child & Adult Services	53,276	50,612	(2,664)
Chief Executives Department	4,182	3,271	(911)
Regeneration & Neighbourhoods	24,051	22,927	(1,124)
Public Health	1,292	254	(1,038)
Non Departmental Expenditure	6,407	4,790	(1,617)
Education Support Grant	0	(2,003)	(2,003)
Dedicated Schools Grant Related Expenditure	58,337	58,337	0
Creation / (Use) of Reserves			
Ring Fenced Grant Reserves		2,826	2,826
Reserves Created to manage specific commitments/risks		2,761	2,761
Contribution to Budget Support Fund 2015/16 to 2017/18		1,902	1,902
Depot Reserve		1,065	1,065
Contribution to Business Rates Risk Reserve		840	840
Protection Reserve		750	750
LCTS 2017/18		488	488
Funding Released from Reserve Review		(1,870)	(1,870)
Planned Contribution from Reserves - Budget Support Fund	(788)	(788)	0
Planned Contribution from Reserves - Other	(742)	(742)	0
Final Contribution to General fund	146,015	145,420	(595)

- 4.4 The contribution to the General Fund of £0.595m is detailed in paragraphs 3.4 to 3.7.

5. THE 2014/2015 PRE-AUDIT FINANCIAL REPORT

- 5.1 The pre-audit Financial Report is attached to this report and in summary this document provides the following information: -

i) Explanatory Foreword

The foreword provides an explanation of the Council's overall financial performance for 2014/15, details of the year-end financial position, outlines the impact of the current economic climate on the Council's ongoing financial position and provides a guide to the most significant matters reported in the Statement of Accounts.

ii) Statement of Responsibilities for the Statement of Accounts

This sets out the responsibilities of the Council and the Chief Finance Officer.

iii) Comprehensive Income and Expenditure Statement

The statement shows the economic cost in the year of providing services in accordance with IFRS accounting practices, rather than the amount funded from taxation. A detailed reconciliation of the difference in IFRS figures and budgeting figures is provided in Note 7 Page 34 of the Statement of Accounts.

iv) Balance Sheet as at 31st March, 2015

The Balance Sheet shows the value of the Authority's assets, liabilities and other balances as at 31st March, 2015 and I would comment on a number of items: -

a) Investments

Investments consist wholly of surplus temporary cash balances and are invested in accordance with the Authority's Treasury Management Strategy.

During 2014/2015 the Council, in accordance with the approved Treasury Management Strategy, continued to reduce exposure to counterparty risk by holding shorter maturity investments and reducing external investments to avoid borrowings.

b) Long Term Loans Borrowing

For a number of years the Council has internalised borrowing by netting down borrowing against investments. However, interest rates have fallen to a historically low level which the Council has taken advantage of to secure financing in relation to business cases and part of the Council's historic borrowing requirement. As a result long term borrowing has increased. The lower borrowing rates will provide an ongoing saving in 2016/17 and future years.

c) Other Long Term Liabilities

These increased from £90.762m at 31st March 2014 to £122.275m at 31st March 2015 owing to actuarial asset gains and a reduction in expected liability obligations. As this is an accounting valuation this has no impact on the Council's underlining financial position or pension contributions.

d) Usable Reserves

Usable Reserves consist of Unearmarked General Fund Balances, Earmarked General Fund reserves, Schools Balances, Earmarked Capital Reserves and Earmarked Revenue Reserves. Total values of these reserves were £61.897m at 31st March, 2015 (£54.750m at 31st March, 2014), as detailed in Table 1 paragraph 4.2.

In cash terms these figures show that reserves have increased. This overall analysis masks the fundamental changes which are affecting the Council's financial position, the financial risks these reserves are held to manage, the level of capital commitments funded from reserves and the reserves held on behalf of schools (governing bodies determine how these amounts are used).

Note 6 on page 33 provides a comprehensive analysis of the changes in reserves and the key issues are summarised below:

Earmarked Capital Reserves – the net increase in Capital Reserves reflects the timing of capital schemes and resources rephased into future years.

Earmarked Revenue Reserves - the net increase reflects the specific reserves arising from the outturn strategy detailed earlier in the report which allocates resources to manage risks and carries forward income received in advance. This includes revenue reserves set aside to help manage the significant reduction in the Power Station rateable value.

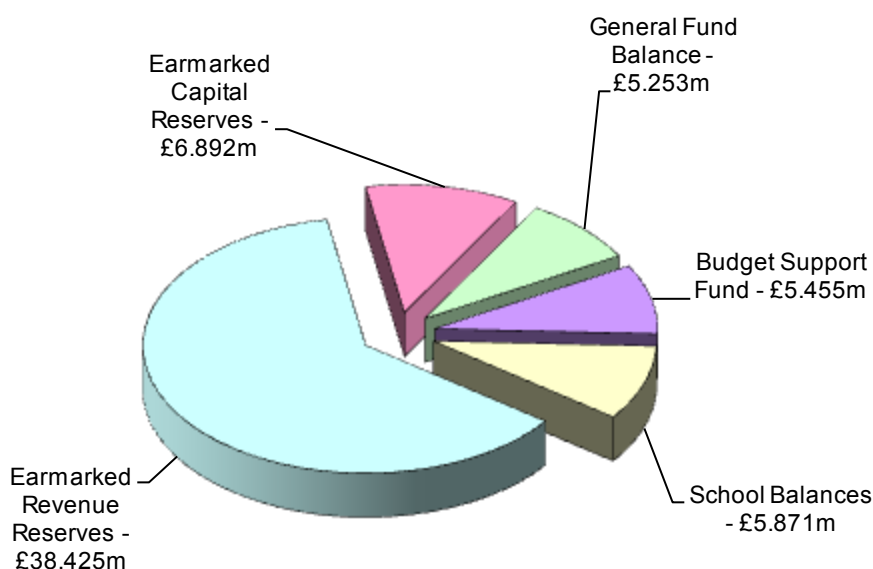
General Fund Balances – There are 2 commitments (see paras 3.6 and 3.7) against the General Fund Balance which reduces the uncommitted balance to £4.658m. This balance is maintained to manage unforeseen risks/ issues.

Schools Reserves – the increase reflects local management of individual schools budgets and use of these reserves will be determined by individual school governing bodies.

Budget Support Fund – the increase reflects the planned increase of the Budget Support Fund as part of the 2014/15 MTFS.

The notes included in the Balance Sheet provide a detailed analysis of the movement in reserve. The table below provides an overview.

Analysis of Reserves 31/03/15 - Total £61.896m



v) Cash Flow Statement

The Cash Flow Statement shows the receipt and payment of cash arising from transactions with third parties for revenue and capital purposes.

vi) Statement of Accounting Policies

This states that the accounts have been prepared with certain exceptions to which specific reference is made in the Statement of Accounts, in accordance with proper accounting practices as defined in legislation and the appropriate Accounting Code of Practice.

The Statement of Accounting Policies describes the basis upon which the accounts have been prepared and certain items included in the accounts.

vii) Notes to the Core Statements

This section provides further information on the figures reported in the Core Statements, namely the Movement in Reserves Statement, Comprehensive Income and Expenditure Account, Balance Sheet and Cash Flow.

viii) Annual Governance Statement

The statement sets out the Authority's responsibilities for ensuring the Authority has an appropriate system of internal control. This statement was approved by the Audit Committee on 30th April 2015.

ix) Glossary of Terms

This is not part of the statutory requirements. Nevertheless, it is included to assist readers in understanding the meaning of the various financial phrases included in the accounts.

6. CONCLUSION

- 6.1 The report completes the financial reporting process for 2014/15 and highlights the robust action taken during 2014/15 to manage budgets. As detailed in previous MTFS reports this approach has helped the Council manage the impact of continuing grant cuts and the additional financial risk transferred to Councils from April 2013.
- 6.2 The report also provides details of how the previously reported outturn position for 2014/15 is reflected in the year end Statutory Accounts. This information simply provides a reconciliation of the Council's management accounts and year end Statutory Accounts.
- 6.3 The draft 2014/15 Financial Report will now be audited by the external auditors Mazars. Following completion of this work the Statement of Accounts and Auditor's Report will be submitted to Audit and Governance Committee on 24th September 2015 to enable Members to approve the Audited Financial Report.

7. RECOMMENDATIONS

7.1 It is recommended that Members:-

- i) Note the report;
- ii) Note that the pre-audit accounts will be subject to independent audit by Mazars and details of any material amendments will be reported to Audit and Governance Committee in September.
- iii) Note that there is the opportunity to raise questions and/or seek clarification of information included in the pre-audit Statement of Accounts in the period up to 24th September 2015, when the audited Statement of Accounts will be presented to Audit and Governance Committee for final approval.

8. CONTACT OFFICER

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DRAFT
FINANCIAL REPORT

2014 / 2015



CHRIS LITTLE
CHIEF FINANCE OFFICER
CORPORATE FINANCE

Hartlepool Borough Council

Hartlepool Borough Council - Financial Report 2014/2015

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SECTION 1 : Explanatory Foreword

INTRODUCTION

The Statement of Accounts presents the overall financial position for the year ended 31st March, 2015 and incorporates the financial statements and disclosure notes required by statute. The foreword provides an explanation of the Council's overall financial performance for 2014/15, details the year-end financial position for 2014/15, outlines the impact of the current economic climate on the Council's ongoing financial position and provides a guide to the most significant matters reported in the Statement of Accounts.

OVERALL FINANCIAL PERFORMANCE AND YEAR END FINANCIAL POSITION FOR 2014/15

Revenue Spending 2014/15 - Budget Position

The preparation of the 2014/15 budget was set against a background of Government proposals for reducing the national budget deficit and confirmation that the public sector, in particular local authorities, face a period of sustained and significant cuts in funding.

The Council prepares a rolling three year financial strategy. This was based on the 2014/15 grant cuts announced by the Government and forecast grant cuts for 2015/16 and 2016/17. For 2014/15 the amount of Government funding was reduced by approximately £6m, a reduction on the previous year of 9.6%. The amount of Government grant received by the Council in 2014/15 was 28% lower than it was in 2010/11 – a reduction of £22.4m.

The Council faced a range of budget pressures as a result of inflation, legislative changes, the increased costs of 'Looked after Children' and reduced income as a result of the economic climate.

The Council faced a budget shortfall of £7.2m. To provide a longer lead time to identify and implement permanent cuts reserves of £0.8m were allocated to support the 2014/15 budget. This still left a shortfall of £6.4m which was addressed by implementing a range of measures, which included:

- reductions in pay budgets of £2.2m, including reducing the number of senior officers which saved £0.33m and deleting vacant posts which saved £0.5m;
- reductions in non pay budgets which saved £1.9m;
- increased income generation of £0.6m;
- reductions in ICT costs which saved £0.5m;
- reductions in property running costs which saved £0.32m.

The Council's net 2014/15 General Fund budget, which is funded from Government Grant and Council Tax, was £146.015m, including expenditure funded from the Dedicated Schools Grant.

Revenue Spending 2014/15 - Outturn Position

In response to the new financial risks facing the Council, arising from the implementation of the Business Retention System, and the continuing impact of Government grants cuts in 2014/15 and future years, the Council managed the 2014/15 budget to achieve an under spend. The Council also reviewed existing risks and reserves to identify where resources could be released. The aim of this strategy was to set aside resources to support the revenue budget over the next few years and to fund specific risks and priorities, as the Council will not receive any financial support from the Government to address these issues.

An overall budget under spend was achieved through a combination of measures, including holding posts vacant, achieving planned 2015/16 savings earlier and savings in interest costs as a result of current interest rate structures. The 2014/15 outturn position also benefitted from a lower reduction in the core revenue grant as the financial impact of schools converting to academies was less than anticipated when the budget was set. This change did not impact on the funding available for schools which is funded from the specific "Dedicated Schools Grant". There was also a small benefit from reviewing reserves and releasing monies which were no longer needed for the original purposes.

As detailed in the 'Summary of 2014/15 Financial Position' table the 2014/15 outturn strategy earmarked the available one-off resources to manage specific risks and commitments, to increase the Budget Support Fund allocated to support the budget in future years, to partly fund the Depot relocation and to support future Local Council Tax Support schemes. Further details of these reserves are provided in Notes 6 and 28.

After reflecting the above factors the final contribution to the General Fund Reserve at the end of 2014/15 was £0.595m. A strategy for using this amount will be developed as part of the 2016/17 budget process.

SECTION 1 : Explanatory Foreword

Summary of 2014/15 Financial Position

Description of Expenditure	2014/15 Approved Budget £000	2014/15 Actual Expenditure / (Income) £000	2014/15 Variance Adverse / (Favourable) £000
<u>Departmental Expenditure</u>			
Child & Adult Department	53,276	50,612	(2,664)
Chief Executives Department	4,182	3,271	(911)
Regeneration & Neighbourhoods Department	24,051	22,927	(1,124)
Public Health Department	1,292	254	(1,038)
Non Departmental Expenditure	6,407	4,790	(1,617)
Education Support Grant	0	(2,003)	(2,003)
Dedicated Schools Grant Related Expenditure	58,337	58,337	0
<u>Creation / (Use) of Reserves</u>			
Ring Fenced Grant Reserves		2,826	2,826
Reserves Created to manage specific commitments/risks		2,761	2,761
Contribution to Budget Support Fund 2015/16 to 2017/18		1,902	1,902
Depot Reserve		1,065	1,065
Contribution to Business Rates Risk Reserve		840	840
Protection Reserve		750	750
Support for Local Council Tax Support Scheme		488	488
Funding Released from Reserve Review		(1,870)	(1,870)
Planned Contribution from Reserves - Budget Support Fund	(788)	(788)	0
Planned Contribution from Reserves - Other	(742)	(742)	0
Final Contribution to General Fund	146,015	145,420	(595)

The Council's budget was funded from the following sources :

	£000	%
<u>Grant Funding</u>		
Dedicated Schools Grant	58,337	40%
Retained Business Rates Income	25,375	18%
Government Grant	30,952	21%
Total Grant Funding	114,664	79%
<u>Other Funding</u>		
Council tax (HBC Charge on Collection Fund)	31,092	20%
Surplus on Collection Fund (HBC Share)	259	1%
Total Other Funding	31,351	21%
Total Funding	146,015	100%

SECTION 1 : Explanatory Foreword

IMPACT OF THE CURRENT ECONOMIC CLIMATE ON THE COUNCIL'S ONGOING FINANCIAL POSITION

The Medium Term Financial Strategy was updated during 2014/15 to reflect the announcement of additional grant cuts by the Government for 2015/16 and anticipation of additional grant cuts in future years. For Hartlepool the 2015/16 grant reduction is approximately £8.2m, a reduction of nearly 15%. The Council's 2015/16 Government grant is £30.6m lower than it was in 2010/11 – a cut of 39%.

The 2015/16 budget was approved in February 2015 and the cut in Government funding was addressed through a combination of budget cuts, use of one-off resources and freezing Council Tax, which meant the Council received the specific Council Tax Freeze grant from the Government.

Detailed proposals for addressing the forecast 2016/17 Government grant cut will be developed during 2015/16 to enable a robust budget to be set. The cuts necessary to balance the budget in 2016/17 and future years will become increasingly difficult to achieve.

During 2015/16 the Council will also develop a strategy to address the impact of the Valuation Office Agency decision, announced on 5th May 2015, to reduce the rateable value of the Power Station. This will permanently reduce the share of Business Rates income retained by the Council. This does not affect 2015/16. In 2016/17 and 2017/18 this income loss will be funded from the Business Rates Risk Reserve, which will provide a longer lead time to identify a permanent solution.

CAPITAL PROGRAMME

Capital Spending 2014/15 - Outturn Position

In 2014/15 the Council had a total Capital Programme of £29.172m and incurred expenditure totalling £18.616m. £10.544m has been rephased to 2015/16 with £0.012m prudential borrowing no longer required as a result of a saving against a coast protection scheme. An analysis of this actual 2014/15 expenditure is shown below, together with an analysis of how this expenditure was financed.

	£000	%
<u>Expenditure</u>		
School Improvements	5,573	30%
Highway Maintenance & Construction	4,924	27%
Housing Investment Programme	2,493	13%
Sea Defences	832	4%
Replacement of Fleet Vehicles	666	4%
Other Schemes	3,866	21%
Capital Loans	262	1%
Total Expenditure	18,616	100%
<u>Capital Financing</u>		
Capital Grant	7,605	41%
Borrowing	6,950	37%
Other	2,753	15%
Capital Receipts	1,308	7%
Total Capital Financing	18,616	100%

As at 31st March, 2015, the Council had rephased capital expenditure totalling £10.544m into 2015/16. This will be funded from the following resources, which have also been rephased to 2015/16.

<u>Capital Financing</u>	£000
Government Grants	2,346
Borrowing	3,958
Capital Funding Reserves	4,240
	10,544

SECTION 1 : Explanatory Foreword

Capital Receipts

The Council received gross receipts of £2.934m in 2014/15 from the sale of assets; £2.890m of this related to the disposal of land and buildings and £0.044m related to the sale of vehicles. The net receipt after cost of disposals was £2.885m. £1.308m of the gross receipts has been used to finance capital expenditure in 2014/15, and £0.561m has been used to repay borrowing. The remaining £1.065m plus £0.016m brought forward from 2013/14 totalling £1.081m is unapplied, of which £0.972m is earmarked for the Seaton Carew Master Plan.

BORROWING FACILITIES AND INVESTMENT STRATEGY

The Council's arrangements for borrowing accord with the approved Treasury Management Strategy, which was drawn up to comply with the Code of Practice for Treasury Management in Local Authorities published by the Chartered Institute of Public Finance and Accountancy.

In accordance with this strategy the Council has taken a proactive approach to managing cash investments and debt. For a number of years the Council has internalised borrowing by netting down borrowing against investments. However interest rates have fallen to a historically low level, which the Council has taken advantage of to secure financing in relation to business cases. The Council has also used these historically low rates to reduce interest rate risk in relation to some existing capital expenditure previously temporarily funded by internalising borrowing.

The interest earned on Council investments remained low during 2014/15, this has been mitigated by low interest costs on the Council's borrowings.

PENSIONS

The Council has accounted for retirement benefits according to International Financial Reporting Standard (IFRS) IAS 19. In the accounts as at 31st March, 2015, there was a deficit on the Pensions Reserve of £122.097m (£90.717m in 2013/14). This was offset by a Pensions Liability of the same value. The net pensions liability has increased owing to actuarial increases in expected liability obligations. Further information is included at Note 45 of the Financial Statements.

The Council is a member of the Teesside Pension Fund and the statutory arrangements for this scheme mean that the IAS19 deficit does not need to be made good by increased pension's contributions from the Council or employees. A separate Pension Fund valuation is carried out every three years to determine the Council's contribution rate. The last full valuation set the employer's contribution rate for the period 2014/15 to 2016/17.

Further information is included in the Notes 44 and 45 to the Statement of accounts.

STATEMENTS OF ACCOUNTS

A detailed analysis of the Council's financial position can be found in the Statements of Accounts. A brief explanation of the purpose and significant financial issues of each of the statements is given below:

Movement in Reserves Statement

This Statement shows the movement in the year on the different reserves held by the Council, analysed into usable reserves (i.e. those that can be applied to fund expenditure or reduce local taxation) and unusable reserves (i.e. those which are accounting 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 for council tax setting. The Net Increase / Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the Council.

SECTION 1 : Explanatory Foreword

Comprehensive Income and Expenditure Statement

This Statement shows the economic cost in the year of providing services in accordance with International Financial Reporting Standards (IFRS), rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.

During 2014/15 the value of shares held by the Council in Durham Tees Valley Airport Limited decreased to nil (£0.025m in 2013/14) to reflect the company's net worth in their latest accounts. This change has been reflected in the Comprehensive Income and Expenditure Statement.

Exceptional Items

Following the conversion of English Martyrs, West Park and West View Schools to Academy Status the legal transfer of assets was actioned during 2014/15. This transfer resulted in the 'write out' of the value of these assets from the Council's accounts. This 'write-out' totalled £6.678m for 2014/15 and is disclosed separately in the Comprehensive Income and Expenditure Statement owing to the exceptional nature of these transactions.

Balance Sheet

The Balance Sheet shows the value of the assets and liabilities recognised by the Council at 31st March. The net assets of the Council (assets less liabilities) are matched by the reserves held by the Council. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Council may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). The second category of reserves are those that the Council is not able to use to provide services. This category of reserve includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement in Reserves Statement line "Adjustments between accounting basis and funding basis under regulations".

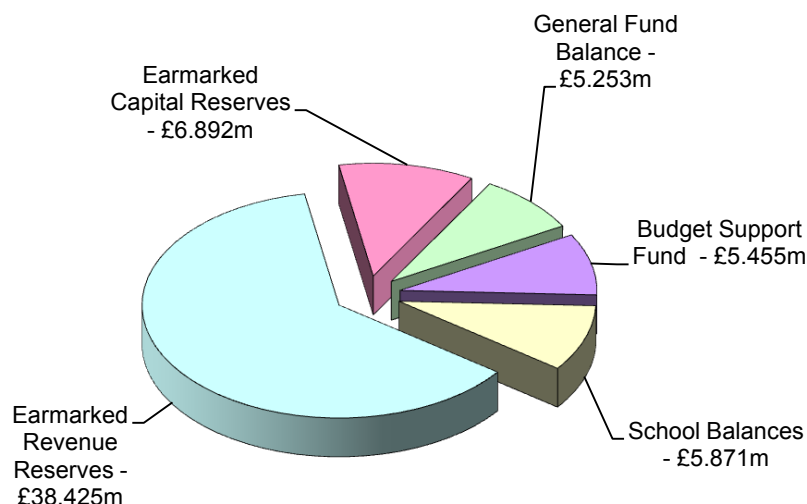
The major movements on the Balance Sheet are as follows:

- Property, Plant and Equipment, Investment Properties, Assets Held for Sale, Heritage Assets, Revaluation Reserve and Capital Adjustment Account – the Council's total fixed assets have decreased by £0.174m which comprises expenditure on fixed assets of £16.410m, upward revaluations of existing assets of £9.601m, less depreciation, downward revaluations and disposals of £26.185m.
- Long Term Borrowing - totalled £80.019m as at 31st March, 2015 (£54.399m at 31st March, 2014). All additional borrowing in the year has been taken out with the Public Works Loan Board. For a number of years the Council has internalised borrowing by netting down borrowing against investments. However interest rates have fallen to a historically low level which the Council has taken advantage of to secure financing in relation to business cases. The Council has also used these historically low rates to reduce interest rate risk in relation to some existing capital expenditure previously temporarily funded by internalising borrowing.
- Short Term Investments - totalled £55.323m as at 31st March, 2015 (£27.365m at 31st March, 2014). As a result of additional borrowing, positive cash flows previously reduced by netting down borrowing and investments have now increased and additional short term investments have been made.
- Other Long Term Liabilities - as at 31st March, 2015, were £122.275m (£90.762m at 31st March, 2014). The increase is mainly owing to actuarial increases in expected liability obligations. There is a corresponding decrease to the Pensions Reserve, which is included within Unusable Reserves in the balance sheet. Further detail of the movement in Unusable Reserves is provided in Note 29.
- Earmarked Reserves and General Fund Balances – as at 31st March, 2015, are £61.896m (£54.750m at 31st March, 2014). The net increase reflects a number of factors. Contributions have been made to specific reserves to manage risks and protect the Council's financial position. Looking to the future, the Council's reserves will fall significantly as these resources are committed for one-off expenditure commitments and supporting the revenue budgets in 2015/16 and beyond. Details of the movements on reserves and balances are provided in Note 6.

SECTION 1 : Explanatory Foreword

In summary reserves at 31st March, 2015, consist of five main components:

Analysis of Reserves 31/03/15 - Total £61.896m



- Earmarked Capital Reserves - these reserves are earmarked for capital expenditure commitments rephased from 2014/15 to 2015/16.
- Earmarked Revenue Reserves - these reserves are earmarked for specific risks and include the Insurance Fund (£4.104m), Strategic Risk Reserve (£1.028m), Strategic One-Off Costs (£6.451m) to support the budget from 2015/16, Strategic Change Reserves (£3.730m) and Ring Fenced Grants Reserve (£6.424m).
- School Balances - these reserves are earmarked for individual schools in accordance with the scheme for funding schools.
- Budget Support Fund (£5.455m) - this will be used to support the budget from 2015/16 to 2016/17.
- General Fund Balance – (£5.253m) this balance is earmarked for unforeseen commitments.

Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the 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 (i.e. borrowing) to the Council.

SECTION 1 : Explanatory Foreword

Supplementary Financial Statements

Collection Fund

The Collection Fund is a statutory fund, separate from the General Fund of the Council, which accounts independently for transactions relating to Council Tax, National Non Domestic Rates and residual Community Charges. The Fund is operated and reported on under the same accounting policies as Hartlepool Borough Council.

The total Council Tax for the year was £1,689.99 (£1,684.74 in 2013/14) for Band D properties, excluding parish precepts where these applied. This comprised £1,418.70 for the Council's own services, £202.24 for the Police and Crime Commissioner and £69.05 for the Cleveland Fire Authority. Each Authority determined its own tax and made a precept on the Collection Fund.

The Council Tax for the Council's services was determined on the basis of an equated number of 33,207 Band D properties. When setting the charge a 1.5% allowance for non-collection was made.

Further details on the income and expenditure of the Fund are shown in the Collection Fund notes.

	£000	%
Expenditure		
Hartlepool Council Precept	31,092	41%
Police and Crime Commissioner Precept	4,429	6%
Cleveland Fire Authority Precept	1,512	2%
Hartlepool Council Non Domestic Rates Precept	19,095	25%
Cleveland Fire Authority Non Domestic Rates Precept	390	1%
Central Government's Share Non Domestic Rates	19,412	26%
Other	(924)	-1%
	75,006	100%
Income		
Council Tax	38,435	49%
NNDR from Rate Payers	32,796	41%
Transitional Protection Payment	7,998	10%
Deferral Scheme	104	0%
	79,333	100%
Net Deficit / (Surplus) in Year	(4,327)	

ACCOUNTING POLICIES

The accounting policies adopted by the Council comply, except where specific reference is made, with the relevant recommended accounting practice.

The Council's policies are explained fully in the Statement of Accounting Policies. For the purpose of the Statement of Accounts, the Council's expenditure follows the standard classification recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the comparative figures for 2013/14 have been shown where appropriate.

INSPECTION OF ACCOUNTS

Members of the public have a statutory right to inspect the accounts before the audit is completed. The availability of the accounts for inspection was advertised in the local press and in relation to the 2014/15 financial year the inspection period was 6th July, 2015 to 31st July, 2015.

Chris Little CPFA
Chief Finance Officer
Date: 29th June, 2015

SECTION 2 : Statement of Responsibilities for the Statement of Accounts

The Council's Responsibilities

The Council is required to:

- make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this Council, that officer is the Chief Finance Officer;
- manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets, and;
- approve the Statement of Accounts.

I confirm that the accounts set out in this document were approved by the Audit and Governance Committee at the meeting held on 24th September, 2015.

Councillor Raymond Martin-Wells
Chair of Audit and Governance Committee
Date: 24th September, 2015

The Chief Finance Officer's Responsibilities

The Chief Finance Officer is responsible for the preparation of the Council's Statement of Accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom ('the CODE').

In preparing this Statement of Accounts, the Chief Finance Officer has:

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

The Chief Finance Officer has also:

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

Certification of the Accounts by the Chief Finance Officer

In accordance with the requirements of the Accounts and Audit Regulations 2011, I certify that Section 1 to 3 of the Financial Report 2014/15, which includes the Statement of Accounts, gives a true and fair view of the financial position of Hartlepool Borough Council at the accounting date and its income and expenditure for the year ended 31st March, 2015.

Chris Little CPFA
Chief Finance Officer
Date: 29th June, 2015

SECTION 3 : Statement of Accounts

Movement in Reserves Statement for the year ended 31 March 2015

	General Fund Balance	Earmarked General Fund Reserves	Earmarked Reserves	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Reserves
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Balance at 31 March 2013 carried forward	5,946	10,370	35,465	-	361	52,142	61,195	113,337
<u>Movement in reserves during 2013/14</u>								
Surplus or (deficit) on provision of services	(13,954)	-	-	-	-	(13,954)	-	(13,954)
Other Comprehensive Income and Expenditure	-	-	-	-	-	-	45,268	45,268
Total Comprehensive Income and Expenditure	(13,954)	-	-	-	-	(13,954)	45,268	31,314
Adjustments between accounting basis & funding basis under regulations (note 5)	20,167	-	(3,612)	16	(9)	16,562	(16,562)	-
Net Increase/(Decrease) before Transfers to Earmarked Reserves	6,213	-	(3,612)	16	(9)	2,608	28,706	31,314
Transfers to/(from) Earmarked Reserves	(7,006)	404	6,602	-	-	-	-	-
Increase/(Decrease) in Year	(793)	404	2,990	16	(9)	2,608	28,706	31,314
Balance at 31 March 2014 carried forward	5,153	10,774	38,455	16	352	54,750	89,901	144,651
<u>Movement in reserves during 2014/15</u>								
Surplus or (deficit) on provision of services	(7,213)	-	-	-	-	(7,213)	-	(7,213)
Other Comprehensive Income and Expenditure	-	-	-	-	-	-	(16,232)	(16,232)
Total Comprehensive Income and Expenditure	(7,213)	-	-	-	-	(7,213)	(16,232)	(23,445)
Adjustments between accounting basis & funding basis under regulations (note 5)	16,074	-	(2,753)	1,065	(27)	14,359	(14,359)	-
Net Increase/(Decrease) before Transfers to Earmarked Reserves	8,861	-	(2,753)	1,065	(27)	7,146	(30,591)	(23,445)
Transfers to/(from) Earmarked Reserves	(8,761)	552	8,209	-	-	-	-	-
Increase/(Decrease) in Year	100	552	5,456	1,065	(27)	7,146	(30,591)	(23,445)
Balance at 31 March 2015 carried forward	5,253	11,326	43,911	1,081	325	61,896	59,310	121,206

For detail on Usable and Unusable Reserves see Notes 28 and 29.

SECTION 3 : Statement of Accounts

Comprehensive Income and Expenditure Statement for the year ended 31 March 2015

2013/14			2014/15				Note
£000s Expenditure	£000s Income	£000s Net		£000s Expenditure	£000s Income	£000s Net	
			Continuing operations:				
3,183	(1,924)	1,259	Central Services to the Public	3,161	(2,200)	961	
10,718	(2,419)	8,299	Cultural and Related Services	10,820	(2,348)	8,472	
13,342	(2,235)	11,107	Environmental and Regulatory Services	13,023	(2,126)	10,897	
3,886	(1,899)	1,987	Planning Services	3,576	(1,546)	2,030	
110,523	(82,816)	27,707	Education and Children's Services	102,655	(79,711)	22,944	
14,987	(5,364)	9,623	Highways and Transport Services	13,656	(5,357)	8,299	
56,363	(51,115)	5,248	Other Housing Services	55,309	(50,487)	4,822	
46,327	(15,511)	30,816	Adult Social Care	47,117	(16,384)	30,733	
6,866	(8,355)	(1,489)	Public Health	6,603	(8,606)	(2,003)	
2,257	(99)	2,158	Corporate and Democratic Core	2,238	(6)	2,232	
1,312	-	1,312	Non Distributed Costs	3,483	-	3,483	
269,764	(171,737)	98,027	Cost of Services	261,641	(168,771)	92,870	
3,368	(2,003)	1,365	Other Operating Expenditure	5,394	(3,079)	2,315	8
13,400	-	13,400	Transfer of School Assets (see Note (a) below)	6,678	-	6,678	8
22,258	(15,494)	6,764	Financing and Investment Income and Expenditure	21,247	(15,869)	5,378	9
-	(105,602)	(105,602)	Taxation and Non-Specific Grant Income	-	(100,028)	(100,028)	10
308,790	(294,836)	13,954	(Surplus) / Deficit on Provision of Services	294,960	(287,747)	7,213	7
		(5,906)	(Surplus) / Deficit on Revaluation of Property, Plant and Equipment			(9,570)	29 Table 1
		34	(Surplus) / Deficit on Revaluation of Available for Sale Financial Assets			26	29 Table 2
		(39,396)	Remeasurement of net defined benefit liability / (asset)			25,776	29 Table 4
		(45,268)	Other Comprehensive Income and Expenditure			16,232	
		(31,314)	Total Comprehensive Income and Expenditure			23,445	

Note (a) - Following the conversion of Manor College of Technology, West Park School and West View School to Academy Status the legal transfer of assets was actioned during 2014/15. English Martyrs Voluntary Aided School also transferred to Academy status which resulted in the Council transferring the school playing field. This transfer resulted in the need to 'write out' the value of these assets from the Council's accounts. This 'write-out' totalled £6.678m for 2014/15 and is disclosed separately in the Comprehensive Income and Expenditure Statement owing to the exceptional nature of these transactions.

SECTION 3 : Statement of Accounts

Balance Sheet as at 31 March 2015

1 April 2014 £000s		31 March 2015 £000s	Note
241,761	Property, Plant and Equipment	241,485	14
14,652	Heritage Assets	14,721	17
17,953	Investment Property	16,476	16
222	Long Term Investments	197	18
246	Long Term Debtors	488	19
274,834	Long Term Assets	273,367	
27,365	Short Term Investments	55,323	37
743	Inventories	712	20
12,270	Short Term Debtors	13,872	21
12,875	Cash and Cash Equivalents	13,006	22
80	Assets Held for Sale	1,590	23
53,333	Current Assets	84,503	
(4,111)	Bank Overdraft	(2,341)	22
(2,630)	Provisions	(1,192)	25
(557)	Short Term Borrowing	(4,448)	37
(19,721)	Short Term Creditors	(18,359)	24
(7,526)	Capital Grants Receipts in Advance	(5,445)	27
(1,696)	Revenue Grant Receipts in Advance	(1,309)	27
(36,241)	Current Liabilities	(33,094)	
(1,274)	Provisions	(1,274)	25
(54,399)	Long Term Borrowing	(80,019)	37
(90,762)	Other Long Term Liabilities	(122,275)	26
(838)	Capital Grant Receipts in Advance	-	27
(147,273)	Long Term Liabilities	(203,568)	
144,653	Net Assets:	121,208	
5,153	Unearmarked General Fund Balances	5,253	28
3,732	Budget Support Fund	5,455	28
7,042	Schools Balances	5,871	28
34,380	Earmarked Revenue Reserves	38,425	28
4,443	Earmarked Capital Reserves	6,892	28
89,903	Unusable Reserves	59,312	29
144,653	Total Reserves:	121,208	

SECTION 3 : Statement of Accounts

Statement Of Cash Flows For The Year Ended 31 March 2015

2013/14 £000s		2014/15 £000s	Note
(13,954)	Net Surplus / (Deficit) on the Provision of Services	(7,213)	
36,779	Adjustments to Net Surplus / (Deficit) on the Provision of Services for Non-cash Movements	27,475	40
(13,716)	Adjustments for items included in the Net Surplus / (Deficit) on the Provision of Services that are Investing and Financing Activities	(10,404)	41
9,109	Net Cash (Outflow) / Inflow from Operating Activities	9,858	
(13,278)	Investing Activities	(38,365)	42
4,738	Financing Activities	30,408	43
569	Net Increase / (Decrease) in Cash and Cash Equivalents	1,901	
8,195	Cash and Cash Equivalents at the beginning of the reporting period	8,764	
8,764	Cash and Cash Equivalents at the end of the reporting period	10,665	22

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

1. General Principles

The Statement of Accounts summarises the Council's transactions for the 2014/15 financial year and its position at the year-end of 31st March, 2015. The Council is required to prepare an annual Statement of Accounts in accordance with the Accounts and Audit Regulations 2011 and to comply with proper accounting practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2014/15 and the Service Reporting Code of Practice 2014/15, supported by International Financial Reporting Standards (IFRS) and statutory guidance issued under section 12 of the Local Government Act 2003.

The Statements reflect the requirements of general accounting principals and concepts of:

Relevance - the financial statements provide information about the Council's performance and position that is useful to the users of the accounts to assess the stewardship of public funds and for making economic decisions.

Reliability - the financial information faithfully represents the substance of the transactions, the activities underlying them and other events that have taken place, are free from deliberate or systematic bias and material error and have been prudently prepared.

Comparability - the information has been prepared consistently and with adequate disclosures so that it can be compared with prior years and other Local Authorities.

Understandability - the statements have been prepared to ensure they are as easy to understand as possible.

Materiality - the statements disclose items of a certain size and nature such that they provide a fair presentation of the financial position and transactions of the Council.

Faithful Representation - the financial statements faithfully represent economic phenomena in words and numbers. They have been prepared on the basis that they are complete, neutral and free from error.

Accruals - other than the cash flow statement, the financial statements report transactions that have been recorded in the accounting period for which the goods and services were received or supplied rather than in which the cash was received or paid.

Going Concern - the financial statements have been prepared on the assumption that the Council will continue in operational existence for the foreseeable future.

Legality - where the accounting principles and specific legislation requirements are in conflict, the financial statements have been prepared to reflect legislative requirements.

The accounting policies are the principles, bases, conventions, rules and practices that specify how the effects of transactions and other events are reflected in the financial statements of the Council. Consistent accounting policies have been applied both within the year and between years. Where accounting policies are changed, this has been disclosed separately.

Where estimating techniques are required to enable the accounting practices adopted to be applied, then the techniques which have been used are, in the Council's view, appropriate and consistently applied. Where the effect of a change to an estimation technique is material, a description of the change and, if practicable the effect on the results for the current period is separately disclosed.

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

There are no transactions that require the Council to split the Other Comprehensive Income and Expenditure line in the Comprehensive Income and Expenditure Statement into two groups, as per IAS 1 Presentation of Financial Statements.

In accordance with the requirements of the 2014/15 Code, the financial statements do not include the measurement and disclosure requirements of IFRS13 Fair Value Measurement.

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

2. Accruals of Income and Expenditure

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

- Fees, charges and rents due from customers are accounted for as income at the date the Council provides the relevant goods or services.
- Employee's costs are charged to the accounts of the period in which the employees worked which includes 12 monthly payments.
- Supplies and services 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 stocks on the Balance Sheet.
- Works are charged as expenditure when they are completed, before which they are carried as Works in Progress on the Balance Sheet.
- Where income and expenditure has 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 debtor balance is written down and a charge made to revenue for the income that might not be collected.
- Where payments are made or received in advance of a service being provided or received, a payment or receipt in advance is recognised as a debtor or creditor in the Balance Sheet.
- Income and expenditure are credited and debited to the relevant revenue account, unless it relates to capital receipts or capital expenditure.
- Revenue from the sale of goods is recognised when the Council transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Council.
- Revenue from the provision of services is recognised when the Council can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Council.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- General revenue debtors and creditors of less than £1,000 have only been accrued at the discretion of individual departments. All amounts in excess of £1,000 have been accrued.

3. Cash and Cash Equivalents

Cash and cash equivalents is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

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.

4. Exceptional Items

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

5. Prior Period Adjustments, Changes in Accounting Policies, Estimates and Errors

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

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

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

6. Charges to Revenue for Non-current Assets

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

- Depreciation attributable to the assets used by the relevant service; and
- 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.

The Council is not required to raise Council Tax to fund depreciation, revaluation and impairment losses or amortisations. However, it is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement equal to an amount calculated on a prudent basis determined by the Council in accordance with statutory guidance. Depreciation, revaluation and impairment losses and amortisations are therefore replaced by the contribution in the General Fund Balance (Minimum Revenue Provision), by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

7. Employee Benefits

Benefits Payable During Employment

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

Termination Costs

Termination costs 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. They are charged on an accruals basis to the Non Distributed Costs line in the Comprehensive Income and Expenditure Statement at the earlier of when the Council can no longer withdraw the offer of those costs or when the Council recognises costs for a restructuring.

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

Post Employment Benefits

Employees of the Council are members of three separate pension schemes:

- The Teachers' Pension Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education (DfE).
- The NHS Pensions Scheme, administered by the NHS Business Services Authority.
- The Local Government Pensions Scheme, administered by Mouchel in partnership with Middlesbrough Council.

All schemes provide defined benefits to members (retirement lump sums and pensions), earned as employees whilst working for the Council.

The arrangements for the Teachers' and NHS schemes mean that liabilities for these benefits cannot ordinarily be identified specifically to the Council. The schemes are therefore accounted for as if they were a defined contribution scheme and no liability for future payments of benefits is recognised in the Balance Sheet. The Education and Children's Services line in the Comprehensive Income and Expenditure Statement is charged with the employer's contributions payable to Teachers' Pensions in the year; the Public Health line is charged with the employer's contributions payable to NHS Pensions in the year.

The Local Government Pension Scheme

The Local Government Scheme is accounted for as a defined benefits scheme.

The liabilities of the Teesside Pension Fund attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates etc, and projections of projected earnings for current employees.

The assets of the Teesside Pension Fund attributable to the Council are included in the Balance Sheet at their fair value:

- Quoted securities – current bid price,
- Unquoted securities – professional estimate,
- Unitised securities – current bid price,
- Property – market value.

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

Service cost, comprising:-

- **Current service cost** – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked.

- **Past service cost** – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs.

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

Remeasurements, comprising:-

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

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

Contributions paid to the Teesside Pension Fund – cash paid as employer’s contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

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

Discretionary Benefits

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

8. Events After the Balance Sheet Date

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

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

Events taking place after the date of authorisation for issue are not reflected in the Statement of Accounts unless it related to conditions or events that were in existence at the balance sheet date.

9. Government Grants and Contributions

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

- The Council will comply with the conditions attached to the payments; and
- The grants or contributions will be received.

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

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

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

10. Interests in Companies and Other Entities

Under Local Government Reorganisation the Council was allocated 2.47% of the shares in Durham Tees Valley Airport Limited, which has reduced to 1.08% upon the sale of the airport to Peel Investments (DVTA) LTD, and 16.5% of the former County Council's shareholding in SITA Team Valley Limited.

11. Inventories and Long Term Contracts

Inventories are included in the Balance Sheet at the lower of cost and net realisable value. The cost of inventories is assigned using a weighted average costing formula.

Items with a residual value have been disposed of at maximum benefit to the Council. The Chief Finance Officer is advised of obsolete stock prior to disposal for items in excess of £500 in value. Items having no residual value have been disposed of by being either:-

- Advertised internally
- Donated to charitable organisations
- Scrapped (within legislative parameters)
- Specialist removal.

Obsolete or damaged stock has been written off, otherwise an allowance has been made for obsolescence.

Work in Progress on uncompleted jobs is valued at cost, including an allocation of overheads.

12. Investment Property

Investment properties are those that are used solely to earn rental income 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 (i.e. market value), based on the amount at which the asset could be exchanged between knowledgeable parties at arm's-length. Properties are not depreciated but are reviewed annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

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

13. Leases

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

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

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

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. Initial direct costs of the Council are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

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

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

Operating Leases

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

The Council as Lessor

Finance Leases

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

Lease rentals receivable are apportioned between:

- A charge for the acquisition of the interest in the property – applied to write down the lease debtor (together with any premiums received); and
- Finance income (credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

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

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

Operating Leases

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

14. Overheads and Support Services

The costs of overheads and support services are charged to those that benefit from the supply or service in accordance with the costing principles of the CIPFA Service Reporting Code of Practice 2014/15. The total absorption costing principle is used – the full cost of overheads and support services are shared between users in proportion to the benefits received, with the exception of:

Corporate and Democratic Core – costs relating to the Council's status as a multi functional, democratic organisation.

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

These two cost categories are defined in CIPFA Service Reporting Code of Practice 2014/15 and accounted for as separate headings in the Comprehensive Income and Expenditure Statement, as part of Net Expenditure on Continuing Services.

The cost of support services is fully allocated to services, or to the Best Value expenditure category of Corporate and Democratic Core. The basis of allocation used for the main costs of management and administration are outlined below:

- Central Departmental & Technical Staff - actual time spent by staff, or unit charge based upon cost.
- Democratic Processes - direct charge to Corporate and Democratic Core.
- Administrative Buildings - area occupied.

15. Property, Plant and Equipment

Property, Plant and Equipment are valued on a five-year rolling programme, although material changes to asset values will be adjusted in the interim period as they occur. The current asset values are based upon certificates issued by the Council's Property Management Division. The valuations are prepared in accordance with the Statements and UK Practice Statements contained in the RICS Appraisal and Valuation Standards. The next valuation must be completed as at 1st April, 2018. From 1st April, 2007, increases in asset valuations are credited to the Revaluation Reserve.

The asset valuations have been prepared using the following assumptions:

- The Council has good marketable title, free from any onerous or restrictive covenants.
- There are no hazardous substances or latent defects in the properties and there is no contamination present.
- Details of tenure, planning consents and other relevant information are assumed to be correct.
- That properties and their value are unaffected by any matters that would be revealed by a local search, replies to usual enquiries or by any statutory notice.
- It is assumed that the present use is lawful and that there are no adverse conditions attached. It is further assumed that there are no adverse planning proposals in existence that may affect the property in the future.
- No allowance has been made for any taxation, acquisition, realisation or disposal costs or other expenses.
- No soil surveys have been carried out or services tested.

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

Not all properties were specifically inspected for the purposes of asset valuations. This was neither practicable, nor considered by the Valuer to be necessary, for the purpose of the valuation. However, regular inspections are made by officers of the Property Section of all the Council's property assets. As allowable under the Code depreciated historical cost is used as a proxy for some non-property assets that have short useful lives and/or low values.

Where a non current asset is included in the Balance Sheet at current value, the increase over the previous carrying amount at which that asset was included in the Balance Sheet immediately prior to the latest revaluation is credited to a revaluation account, except to the extent that it reverses a revaluation loss on the same asset previously recognised in the Comprehensive Income and Expenditure Statement, when the revaluation gain is recognised in the Comprehensive Income and Expenditure Statement.

Where an item of Property, Plant or Equipment is acquired under a finance lease, at the inception of the lease the amount to be recorded both as an asset and as a liability would be the present value of the minimum lease payments derived by discounting them at the interest rate implicit in the lease.

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

Recognition

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

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.

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

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

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

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

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

Assets included in the Balance Sheet at fair value are revalued sufficiently regularly to ensure that their carrying amount is not materially different from their fair value at the year-end, but as a minimum every five years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the Comprehensive Income and Expenditure Statement where they arise from the reversal of a loss previously charged to a service.

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

Where decreases in value are identified, they are accounted for as follows:

- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains).
- Where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

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

Impairment

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

Where impairment losses are identified, they are accounted for as follows:

- Where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated gains).
- Where there is no balance in the Revaluation Reserve or an insufficient balance, the carrying amount of the asset is written down against the relevant service line(s) in the Comprehensive Income and Expenditure Statement.

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

Depreciation

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

The useful lives of assets are estimated on a realistic basis and are reviewed regularly and, where necessary, revised. Where the useful life of an item of Property, Plant or Equipment is revised, the carrying amount of the item is depreciated over the revised remaining useful life. Depreciation is not charged in the year of acquisition but is charged in the year of disposal.

Where an item of Property, Plant and Equipment has major components whose cost is significant in relation to the total cost of the item, or has a significantly different useful life, the components are recognised separately and depreciated based on the components useful economic life.

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

Disposals and Assets Held for Sale

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

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

Assets that are to be abandoned or scrapped are not reclassified as Assets Held for Sale but remain in property, plant and equipment. When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. A proportion of receipts relating to housing disposals (75% for dwellings, 50% for land and other assets, net of statutory deductions and allowances) is payable to the Government. 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 underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

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

16. Heritage Assets

Heritage Assets are held in support of the primary objective of increasing the knowledge, understanding and appreciation of the Council's history and local area. The items in the Museum Exhibit and Art Collection and the Civic Collection are held on the Balance Sheet at insurance value, and will be reviewed every five years. The assets within these collections are deemed to have indeterminate lives and a high residual value; hence the Council does not consider it appropriate to charge depreciation.

The collection is relatively static and acquisitions and donations are rare. Where they do occur acquisitions will be recognised at cost until the collection is revalued by the external valuer. Donations will only be recognised where the value is deemed to exceed £10,000, and will be valued by the external valuer.

The Council has an Acquisitions and Disposals Policy in place which sets out the acquisition, preservation, management and disposal of Heritage Assets. This is available to view on the Council's website.

The Council does not consider that reliable cost of valuation information can be obtained for many of the items held under the Sculptures, Monuments and War Memorial category. This is because of the diverse nature of the assets held and lack of comparable market values.

The Council does not purchase Heritage Assets.

17. Provisions and Contingent Liabilities

Provisions

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

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

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

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

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

Contingent Liabilities

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

The Council entered into a number of financial guarantees that are not required to be accounted for as financial instruments and are disclosed as Contingent Liabilities.

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

18. 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 Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then appropriated back into the General Fund Balance in the Movement in Reserves Statement so that there is no net charge against Council Tax for the expenditure.

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

19. Revenue Expenditure Funded from Capital under Statute

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

20. VAT

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

21. Financial Instruments

Financial liabilities

Financial liabilities are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised. For existing borrowings this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest) and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

SECTION 3 : Statement of Accounts

Summary of Significant Accounting Policies

For Public Works Loans Board (PWLB) loans, the fair value of each loan has been determined by information supplied by the PWLB. For market loans, the redemption rules of the PWLB have been used to approximate the fair value of loans held. The comparator market rates prevailing have been taken from indicative investment rates at each Balance Sheet date.

Financial assets

Financial assets are classified into two types:

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

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

Available for Sale assets are maintained in the Balance Sheet at fair value. Values are based on the value of equity shares and the net worth of the company. Changes in fair value are balanced by an entry in the Available for Sale Reserve.

Debtors are included within loans and receivables. The Council recognises that debts are not always paid and makes provision for impairment of bad debts. Bad debt impairment is calculated using a percentage based on known historic collection rates. This is applied to current outstanding debt.

SECTION 3 : Statement of Accounts

Note 1: Accounting Standards that have been issued but have not yet been adopted

The Code of Practice on Local Authority Accounting in the United Kingdom requires the disclosure of information relating to the expected impact of an accounting change that will be required by a new standard that has been issued but not yet adopted. This applies to the adoption of the following new or amended standards within the 2015/16 Code.

IFRS - 13 Fair Value Measurement. This standard provides a consistent definition of fair value, which is based mainly on market values. The Council values land and buildings at their fair value for existing use of assets where there is an active market (e.g. office accommodation) and Depreciated Replacement Cost for assets where there is not an active market (e.g. Schools). The application of the standard to property, plant and equipment assets will follow one of three routes:

- Route 1: where local authorities hold their assets in the same way as commercial entities, (e.g. office accommodation) the application of IFRS 13 would result in remeasurement on the basis of highest and best use.
- Route 2: assets which have unique characteristics or where it is difficult to estimate the asset value at highest and best use (e.g. crematoria buildings) would be measured by means of a theoretical estimation of fair value. In this case, the best measurement basis would continue to be Depreciated Replacement Cost (DRC).
- Route 3: There are circumstances where application of the principle of highest and best use does not fully capture the service and geographical constraints faced by the public sector. Local authorities cannot realistically access the economic benefits available to market participants under the Standard. Examples of this would be buildings which are used by the public sector which have to be provided in a specific location for a specific purpose (e.g. community centres). CIPFA consider that IFRS needs adapting to reflect local government circumstances and therefore the measurement methodology will not change.

The impact of the proposed changes on IFRS 13 will be considered by the Council's valuers and is likely to result in some changes to valuations for non-school properties, although, this is not expected to be significant. It is difficult at this stage to quantify the financial impact of this change.

International Financial Reporting Issues Committee (IFRIC) 21 - Levies provides guidance on accounting for levies in accordance with the requirements of IAS37 Provisions, Contingent Liabilities and Contingent Assets. The standard defines a levy as an outflow of resources embodying economic benefits that is imposed by governments on entities in accordance with legislation. IFRIC 21 confirms that an entity recognises a liability for a levy when the triggering event in legislation occurs. This standard will not have a material impact on the Statement of Accounts.

Annual Improvements to IFRSs (2011 -2013 Cycle): These improvements will not have a major impact on the Statement of Accounts.

The Code requires implementation from 1 April 2015 and there is therefore no impact on the 2014/15 Statement of Accounts.

SECTION 3 : Statement of Accounts

Note 2: Critical Judgements in applying Accounting Policies

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

The critical judgements made in the Statement of Accounts are:

- There is a high degree of uncertainty about future levels of funding for local government beyond 2016/17. However, the Council has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Council might be impaired as a result of a need to close facilities and reduce levels of service provision.
- The Council has an external contract for the provision of its ICT service. This contract has been classed as an embedded lease and under IAS 37 was brought onto the Balance Sheet in 2009/10 as a finance lease. The contract was renewed in October, 2013 for a period of seven years.
- The Council has undertaken a review of all schools in Hartlepool and their accounting treatment. There are 38 schools in Hartlepool;
- Eleven are Voluntary Aided (VA) Schools owned and accounted for by the Roman Catholic Diocese of Hexham and Newcastle or the Church of England Diocese of Durham.
- One Voluntary Controlled (VC) School which is owned and accounted for by the Church of England Diocese of Durham.
- One foundation Schools which are owned by the School Governing Bodies.
- Sixteen Community Schools owned by the Council.
- Nine Academy Schools which the Council have transferred to the Academy under a 125 year lease.

School Type	Land & Buildings	School Playing Field	Equipment
Voluntary Aided	Off	On	Off
Voluntary Controlled	Off	On	On
Foundation	Off	Off	Off
Community	On	On	On
Academy	Off	Off	Off

The income and expenditure of all schools, excluding Academies who produce their own statutory accounts, is included in the Councils Comprehensive Income and Expenditure Statement.

SECTION 3 : Statement of Accounts

Note 3: Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty

The Statement of Accounts contains estimated figures that are based on assumptions made by the 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, actual results could be materially different from the assumptions and estimates.

The items in the Council's Balance Sheet at 31 March, 2015 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
Property, Plant and Equipment	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for buildings would increase by £0.069m for every year that useful lives had to be reduced.
Pensions Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Council with expert advice about the assumptions to be applied.	The effect on the net pensions liability of changes in individual assumptions can be measured. For example, a 0.1% increase in the discount rate assumption would result in a decrease in liability of £9.148m. However, the assumptions interact in complex ways. During 2014/15, the Authority's actuaries advised that the net pension liability for funded LGPS benefits had decreased by £2.512m as a result of estimates being corrected as a result of experience and increased by £45.376m attributable to updating financial assumptions. Actual pension rates are determined on an actuarial basis every 3 years. The latest valuation has determined the employer's contribution for 3 years from 2014/15. A 0.1% increase in this rate would increase the Authority's revenue budget requirement for pension costs by £0.007m.
Income Shortfalls	Owing to the current economic downturn the Council continues to face income shortfalls in relation to car park income, shopping centre income and land charges.	The Council has determined that the income shortfalls will continue in future years and has therefore included a pressure of £0.461m in the 2014/15 Medium Term Financial Strategy. An Income Risk Reserve of £0.500m was created in 2013/14 to further manage this risk.
Arrears	At 31st March, 2015, the Council had a balance of £12.489m on general, Council Tax Payers, NNDR Payers and Trade debtors. A review of these balances suggested that an impairment of doubtful debts of £5.023m was appropriate. However in the current climate it is not certain that such an allowance would be sufficient.	If bad debt provision was made for an additional 1% of outstanding debt this would result in an additional charge of £0.125m.
Localisation of Business Rates	The level of Business Rates retained by the Council and the implementation of the 'safety net' threshold.	The Council has to manage potential annual Business Rates shortfalls of up to £2.740m before receiving any 'safety net' payment from the Government. The Council has set aside a reserve of £2.740m to help manage this risk.

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

SECTION 3 : Statement of Accounts

Note 4: Events after the Balance Sheet Date

Non Adjusting Event After the Reporting Period

On 5th May 2015 the Valuation Office Agency announced its decision to reduce the rateable value of the Power Station. This will permanently reduce the share of Business Rates income retained by the Council. This does not affect 2015/16. In 2016/17 and 2017/18 this income loss will be funded from the Business Rates Risk Reserve, which will provide a longer lead time to identify a permanent solution.

Seaton Carew Nursery School was due to be demolished in August 2014 as reported in the 2013/14 Financial Statements. This did not go ahead as the developers who were purchasing the site requested that the building remain so it could be used as a site office. The sale did not complete until 2nd April 2015. This asset is classified as a Surplus Asset in line with the requirements of the Code.

SECTION 3 : Statement of Accounts

Note 5: Adjustments between Accounting Basis and Funding Basis under Regulations

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

2014/15	Usable Reserves					Movement in Unusable Reserves
	General Fund Balance £000s	Earmarked General Fund Reserves £000s	Earmarked Reserves £000s	Capital Receipts Reserve £000s	Capital Grants Unapplied £000s	
Adjustments primarily involving the Capital Adjustment Account:						
<i>Reversal of items debited or credited to the Comprehensive Income & Expenditure Statement</i>						
Charges for Depreciation and Impairment of Non-current Assets	(12,018)	-	-	-	-	12,018
Charges for Revaluation losses on Property Plant and Equipment	(2,294)	-	-	-	-	2,294
Movements in the Market Value of Investment Properties	97	-	-	-	-	(97)
Capital Grants and Contributions	7,481	-	-	-	-	(7,481)
Direct Revenue Funding	-	-	2,753	-	-	(2,753)
Revenue Expenditure Funded from Capital Under Statute	(2,032)	-	-	-	-	2,032
Amounts of Non-current Assets written off on Disposal or Sale as part of the Gain/(Loss) on Disposal to the Comprehensive Income & Expenditure Statement	(11,937)	-	-	-	-	11,937
<i>Insertion of items not debited or credited to the Comprehensive Income & Expenditure Statement</i>						
Provision for the Financing of Capital Investment (MRP)	4,383	-	-	-	-	(4,383)
Adjustments primarily involving the Capital Grants Unapplied Account:						
Application of Grants to Capital Financing transferred to the Capital Adjustment Account	-	-	-	-	27	(27)
Adjustments primarily involving the Capital Receipts Reserve:						
Transfer of Cash Sale Proceeds Credited as part of the Gain/(Loss) on Disposal to the Comprehensive Income & Expenditure Statement	2,934	-	-	(2,934)	-	-
Use of the Capital Receipts Reserve to finance new Capital Expenditure	-	-	-	1,308	-	(1,308)
Transfer of Capital Receipts for the Repayment of Debt	-	-	-	561	-	(561)
Adjustments primarily involving the Pensions Reserve:						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income & Expenditure Statement	(13,388)	-	-	-	-	13,388
Employer's Pension Contributions and Direct Payments to Pensioners payable in year	7,784	-	-	-	-	(7,784)

SECTION 3 : Statement of Accounts

Note 5: Adjustments between Accounting Basis and Funding Basis under Regulations

2014/15	General Fund Balance £000s	Earmarked General Fund Reserves £000s	Earmarked Reserves £000s	Capital Receipts Reserve £000s	Capital Grants Unapplied £000s	Movement in Unusable Reserves £000s
Adjustments Primarily involving the Collection Fund Adjustment Account:						
Amount by which council tax income and non-domestic rating income credited to the Comprehensive Income & Expenditure Statement is different from council tax and non-domestic rating Income calculated for the year in accordance with statutory requirements	2,225	-	-	-	-	(2,225)
Adjustments primarily involving the Accumulated Absences Adjustment Account:						
Amount by which Officer Remuneration charged to the Comprehensive Income & Expenditure Statement on an accruals basis is different from Remuneration chargeable in the year in accordance with statutory requirements	691	-	-	-	-	(691)
Total Adjustments	(16,074)	-	2,753	(1,065)	27	14,359

Usable Reserves						
2013/14	General Fund Balance £000s	Earmarked General Fund Reserves £000s	Earmarked Reserves £000s	Capital Receipts Reserve £000s	Capital Grants Unapplied £000s	Movement in Unusable Reserves £000s
Adjustments primarily involving the Capital Adjustment Account:						
<u>Reversal of items debited or credited to the Comprehensive Income & Expenditure Statement</u>						
Charges for Depreciation and Impairment of Non-current Assets	(10,102)	-	-	-	-	10,102
Charges for Revaluation losses on Property Plant and Equipment	(1,085)					1,085
Movements in the Market Value of Investment Properties	194	-	-	-	-	(194)
Capital Grants and Contributions	11,892	-	-	-	-	(11,892)
Write out Finance Leases	-			-	-	-
Direct Revenue Funding	-		3,612	-	-	(3,612)
Revenue Expenditure Funded from Capital Under Statute	(2,968)	-	-	-	-	2,968
Amounts of Non-current Assets written off on Disposal or Sale as part of the Gain/(Loss) on Disposal to the Comprehensive Income & Expenditure Statement	(16,643)	-	-	-	-	16,643
<u>Insertion of items not debited or credited to the Comprehensive Income & Expenditure Statement</u>						-
Provision for the Financing of Capital Investment (MRP)	4,630	-	-	-	-	(4,630)

SECTION 3 : Statement of Accounts

Note 5: Adjustments between Accounting Basis and Funding Basis under Regulations

2013/14	General Fund Balance £000s	Earmarked General Fund Reserves £000s	Earmarked Reserves £000s	Capital Receipts Reserve £000s	Capital Grants Unapplied £000s	Movement in Unusable Reserves £000s
Adjustments primarily involving the Capital Grants Unapplied Account:						
Capital Grants and Contributions Unapplied Credited to the Comprehensive Income & Expenditure Statement	35	-	-	-	(35)	-
Application of Grants to Capital Financing transferred to the Capital Adjustment Account	-	-	-	-	44	(44)
Adjustments primarily involving the Capital Receipts Reserve:						
Transfer of Cash Sale Proceeds Credited as part of the Gain/(Loss) on Disposal to the Comprehensive Income & Expenditure Statement	1,789	-	-	(1,789)	-	-
Use of the Capital Receipts Reserve to finance new Capital Expenditure	-	-	-	1,773	-	(1,773)
Contribution from the Capital Receipts Reserve to finance the payments to the Government Capital Receipts Pool	(1)	-	-	1	-	-
Adjustments primarily involving the Deferred Capital Receipts Reserve:						
Transfer of Deferred Sale Proceeds credited as part of the Gain/(Loss) on Disposal to the Comprehensive Income & Expenditure Statement	-		-	(1)	-	1
Adjustments primarily involving the Pensions Reserve:						
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income & Expenditure Statement	(16,563)	-	-	-	-	16,563
Employer's Pension Contributions and Direct Payments to Pensioners payable in year	9,028	-	-	-	-	(9,028)
Adjustments Primarily involving the Collection Fund Adjustment Account:						
Amount by which council tax and non-domestic rating income credited to the Comprehensive Income & Expenditure Statement is different from council tax and non-domestic rating income calculated for the year in accordance with statutory requirements	(453)	-	-	-	-	453
Adjustments primarily involving the Accumulated Absences Adjustment Account:						
Amount by which Officer Remuneration charged to the Comprehensive Income & Expenditure Statement on an accruals basis is different from Remuneration chargeable in the year in accordance with statutory requirements	80	-	-	-	-	(80)
Total Adjustments	(20,167)	-	3,612	(16)	9	16,562

SECTION 3 : Statement of Accounts

Note 6: Transfers to/(from) Earmarked Reserves

This note sets out the amounts set aside from the General Fund balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund expenditure in 2014/15. Further details are provided in Note 28.

	Balance at 31 March 2013	Transfer Between Reserves	Transfers Out 2013/14	Transfers In 2013/14	Balance at 31 March 2014	Transfer Between Reserves	Transfers Out 2014/15	Transfers In 2014/15	Balance at 31 March 2015
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Unearmarked General Fund Balance									
General Fund Balance	5,946	-	(1,908)	1,115	5,153	(495)		595	5,253
	5,946		(1,908)	1,115	5,153	(495)	-	595	5,253
Earmarked General Fund Reserves									
Budget Support Fund 2014/15 to 2016/17	2,051	(500)	(1,217)	3,398	3,732	279	(788)	2,232	5,455
Strategic Change Reserve	100	-	(100)	-	-				-
LPSA Reward	18	-	(18)	-	-				-
	2,169	(500)	(1,335)	3,398	3,732	279	(788)	2,232	5,455
School Balances									
Balances held by schools under a scheme of delegation	5,608	-	(5,634)	4,878	4,852		(4,927)	3,988	3,913
Strategic Change & Ring Fenced Grants Reserves - Held in Trust for Schools	2,173	-	(963)	837	2,047		(1,009)	847	1,885
Other Fund School Balances	420	-	(426)	149	143		(150)	80	73
	8,201	-	(7,023)	5,864	7,042	-	(6,086)	4,915	5,871
Earmarked Revenue Reserves									
Strategic One Off Costs	9,407	-	(1,778)	-	7,629	-	(1,178)	-	6,451
Strategic Change Ring Fenced Grants Reserve	3,975	-	(446)	1,148	4,677	(371)	(591)	2,709	6,424
Insurance Fund	3,934	-	(11)	100	4,023	-	(8)	89	4,104
Strategic Change Reserves	3,557	(99)	(441)	1,496	4,513	(711)	(608)	536	3,730
Support for Local Council Tax Support Scheme	1,197	-	-	860	2,057	375	-	488	2,920
Business Rates Risk Reserve	1,000	-	-	900	1,900	750	-	2,134	4,784
Business Rates Equalisation Reserve	-	-	-	750	750	(750)	-	-	-
Public Health Grant Reserve	-	-	-	500	500	-	-	1,178	1,678
Strategic Risk Reserve	2,178	-	(150)	-	2,028	-	(1,000)	-	1,028
Children's Social Care & Early Intervention Reserve	1,680	-	(841)	160	999	-	-	-	999
Treasury Management Risk Reserve	-	-	-	870	870	-	-	-	870
Protection Costs Reserve	-	-	-	-	-	-	-	750	750
School Attainment Reserve	200	-	(105)	-	95	711	(95)	-	711
Royal Navy Museum Reserve	-	-	-	-	-	146	-	374	520
Capital Risk Strategy Reserve	-	99	-	402	501	-	-	-	501
Income Risk Reserve	-	500	-	-	500	-	-	-	500
Lotteries Reserve	427	-	(2)	17	442	-	(11)	18	449
Regeneration Projects	-	400	-	-	400	-	-	-	400
Secure Accommodation Reserve	-	-	-	-	-	-	-	264	264
Trading Account Reserves	285	-	-	-	285	-	(40)	-	245
Better Care Fund Reserve	-	-	-	-	-	-	-	220	220
Members Ward Budget Reserve	194	-	(215)	207	186	-	(163)	132	155
Funding for Modern Apprentices	50	-	-	-	50	-	-	100	150
Building / Development Control Income Shortfall	140	-	(136)	200	204	-	(81)	-	123
Pay Costs Reserve	-	-	-	-	-	-	-	100	100
Museums Acquisition	72	-	-	4	76	-	-	4	80
WW1 Commemoration Reserve	-	-	-	60	60	-	-	-	60
Living Wage Reserve	-	-	-	49	49	-	-	-	49
Environmental Apprenticeships Scheme	-	-	-	34	34	-	(34)	42	42
Concessionary Fare	38	-	-	-	38	-	-	-	38
Community Centre Reserve	-	-	-	-	-	-	-	30	30
Property Reserve	107	-	(107)	-	-	-	-	23	23
Works in Default Empty Homes	50	-	(31)	-	19	-	-	-	19
NDC Fund	8	-	-	-	8	-	-	-	8
Supporting Family Poverty	309	-	(160)	-	149	(149)	-	-	-
Pension Actuarial Reserve	232	-	-	80	312	-	(312)	-	-
Support 12/13 Loss of Council Tax Freeze Grant	727	-	(348)	-	379	-	(379)	-	-
Academies Reserve	1,148	(400)	(397)	12	363	-	(363)	-	-
Social Housing Development Reserve	-	-	-	-	-	215	(215)	-	-
Public Relations Reserve	-	-	-	10	10	-	(10)	-	-
Public Inquiry Reserve	20	-	(17)	-	3	-	(3)	-	-
Future Project Investigation Costs	250	-	(250)	-	-	-	-	-	-
ICT Contract Reserve	75	-	(75)	-	-	-	-	-	-
Seaton Carew Youth Club	30	-	(30)	-	-	-	-	-	-
Mayoral Referendum Reserve	18	-	(18)	-	-	-	-	-	-
Holiday Pay Reserve	-	-	-	-	-	-	-	-	-
Strategic Change Reserve	-	-	-	-	-	-	-	-	-
Business Transformation	164	-	(29)	-	135	-	(135)	-	-
Carbon Reduction Commitment	165	-	(75)	47	137	-	(137)	-	-
	31,636	500	(5,662)	7,906	34,380	216	(5,362)	9,191	38,425
Total Revenue Reserves	47,952	-	(15,928)	18,283	50,307	-	(12,236)	16,933	55,004
Earmarked Capital Reserves									
Capital Funding Reserve	3,829	-	(3,836)	4,082	4,075	-	(2,856)	4,267	5,486
Capital Receipts Unapplied	-	-	(1,773)	1,789	16	-	(1,869)	2,934	1,081
Capital Grants Unapplied	361	-	(44)	35	352	-	(27)	-	325
	4,190	-	(5,653)	5,906	4,443	-	(4,752)	7,201	6,892
Total Usable Reserves	52,142	-	(21,581)	24,189	54,750	-	(16,988)	24,134	61,896

SECTION 3 : Statement of Accounts

Note 7: Amounts Reported for Segmental Reporting

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

- no charges are made in relation to capital expenditure (whereas depreciation, revaluation and impairment losses in excess of the balance on the Revaluation Reserve and amortisations are charged to services in the Comprehensive Income and Expenditure Statement)
- the cost of retirement benefits is based on cash flows (payment of employer's pensions contributions) rather than current service cost of benefits accrued in the year

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

Income and Expenditure 2014/15	Child and Adult Services	Chief Executives	Public Health	Regeneration & Neighbourhoods	Corporate	Total
	£000s	£000s	£000s	£000s	£000s	£000s
Fees, Charges & Other Service Income	(27,593)	(9,063)	(2,233)	(39,429)	(11,638)	(89,956)
Government Grants	(11,963)	(48,796)	(8,550)	(3,211)	(4,385)	(76,905)
Total Income	(39,556)	(57,859)	(10,783)	(42,640)	(16,023)	(166,861)
Employee Expenses	38,498	7,890	3,497	21,188	1,607	72,680
Other Operating Expenses	104,247	49,406	8,649	33,642	20,428	216,372
Support Service Recharges	8,397	2,837	69	12,269	250	23,822
Total Expenditure	151,142	60,133	12,215	67,099	22,285	312,874
Net Expenditure	111,586	2,274	1,432	24,459	6,262	146,013

Income and Expenditure 2013/14	Child and Adult Services	Chief Executives	Public Health	Regeneration & Neighbourhoods	Corporate	Total
	£000s	£000s	£000s	£000s	£000s	£000s
Fees, Charges & Other Service Income	(23,707)	(8,973)	(1,981)	(38,218)	(14,879)	(87,758)
Government Grants	(13,600)	(49,881)	(8,537)	(3,016)	(4,705)	(79,739)
Total Income	(37,307)	(58,854)	(10,518)	(41,234)	(19,584)	(167,497)
Employee Expenses	41,733	8,155	3,360	21,956	1,899	77,103
Other Operating Expenses	108,041	49,837	8,569	33,262	26,061	225,770
Support Service Recharges	8,533	3,310	80	12,103	255	24,281
Total Expenditure	158,307	61,302	12,009	67,321	28,215	327,154
Net Expenditure	121,000	2,448	1,491	26,087	8,631	159,657

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

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

	2013/14 £000s	2014/15 £000s
Net Expenditure in the Directorate Analysis	159,657	146,013
Amounts Not Reported in the Directorate Analysis	(43,156)	(37,350)
In Directorate Analysis not in Comprehensive Income & Expenditure Statement	(18,474)	(15,793)
Cost of Services in Comprehensive Income & Expenditure Statement	98,027	92,870

SECTION 3 : Statement of Accounts

Note 7: Amounts Reported for Segmental Reporting

Amounts Reported for Resource Allocation Decisions

Reconciliation to Subjective Analysis

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

2014/15	Directorate Analysis	Amounts not Reported in the Directorate Analysis	In Directorate Analysis not in CI&ES	Cost of Service - Continuing Operations	Corporate Amounts	Total
	£000s	£000s	£000s	£000s	£000s	£000s
Fees, Charges & Other Service Income	(89,956)	1,867	53,218	(34,871)	(3,079)	(37,950)
Interest and Investment Income	-	-	-	-	(15,869)	(15,869)
Income from Council Tax	-	-	-	-	(31,769)	(31,769)
Government Grants and Contributions	(76,905)	(59,780)	2,785	(133,900)	(68,259)	(202,159)
Total Income	(166,861)	(57,913)	56,003	(168,771)	(118,976)	(287,747)
Employee Expenses	72,680	8,963	(7,784)	73,859	18,791	92,650
Other Operating Expenses	216,372	(2,773)	(62,055)	151,544	187	151,731
Support Service Recharges	23,822	-	(1,957)	21,865	-	21,865
Interest Payments	-	-	-	-	2,371	2,371
Precepts and Levies	-	-	-	-	127	127
Depreciation, Amortisation and Impairment	-	14,311	-	14,311	(97)	14,214
Disposal of Non-current Assets	-	62	-	62	11,940	12,002
Total Expenditure	312,874	20,563	(71,796)	261,641	33,319	294,960
(Surplus) / Deficit on the Provision of Services	146,013	(37,350)	(15,793)	92,870	(85,657)	7,213

2013/14	Directorate Analysis	Amounts not Reported in the Directorate Analysis	In Directorate Analysis not in CI&ES	Cost of Service - Continuing Operations	Corporate Amounts	Total
	£000s	£000s	£000s	£000s	£000s	£000s
Fees, Charges & Other Service Income	(87,758)	(2,787)	57,134	(33,411)	(2,437)	(35,848)
Interest and Investment Income	-	-	-	-	(15,060)	(15,060)
Income from Council Tax	-	-	-	-	(31,199)	(31,199)
Government Grants and Contributions	(79,739)	(67,239)	8,652	(138,326)	(74,403)	(212,729)
Total Income	(167,497)	(70,026)	65,786	(171,737)	(123,099)	(294,836)
Employee Expenses	77,103	11,286	(9,028)	79,361	20,065	99,426
Other Operating Expenses	225,770	4,357	(72,896)	157,231	215	157,446
Support Service Recharges	24,281	-	(2,336)	21,945	-	21,945
Interest Payments	-	-	-	-	2,173	2,173
Precepts and Levies	-	-	-	-	124	124
Depreciation, Amortisation and Impairment	-	11,187	-	11,187	(194)	10,993
Disposal of Non-current Assets	-	40	-	40	16,643	16,683
Total Expenditure	327,154	26,870	(84,260)	269,764	39,026	308,790
(Surplus) / Deficit on the Provision of Services	159,657	(43,156)	(18,474)	98,027	(84,073)	13,954

The "Amounts not reported in the Directorate Analysis", amounts includes depreciation, impairment and IAS 19 pension adjustments. The management accounts concentrate on managing cash expenditure. These technical adjustments do not have an impact on the Council's bottom line.

SECTION 3 : Statement of Accounts

Note 8: Other Operating Expenditure and Transfer of School Assets

This note provides a breakdown of the various components included within the Other Operating Expenditure and Transfer of School Assets lines of the Comprehensive Income and Expenditure Statement.

2013/14 £000s		2014/15 £000s
124	Parish Council Precepts and Levies	127
1	Payments to the Government Housing Capital Receipts Pool	5
(215)	Receipts from Sale of Former Council Houses	(146)
13,400	Loss resulting from Transfer of School Assets	6,678
1,455	(Gain) or loss on the disposal of non-current assets	2,329
<u>14,765</u>		<u>8,993</u>

Note 9: Financing and Investment Income and Expenditure

This note provides a breakdown of the various components included within the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement.

2013/14 £000s		2014/15 £000s	Note
2,138	Interest payable and similar charges on borrowing	2,368	37
35	Finance Lease Interest payable	3	37
5,197	Remeasurement of the Net Defined Benefit Liability	3,735	45
(192)	Interest Receivable and Similar Income	(339)	37
(220)	Net (Gain) / Loss on Investment Properties	(292)	16
(194)	Changes in fair values of Investment Properties	(97)	16
<u>6,764</u>		<u>5,378</u>	

Note 10: Taxation and Non-Specific Grant Income

Taxation and Non-Specific Grant Income comprises the following:

2013/14 £000s		2014/15 £000s	Note
31,199	Council Tax Income	31,769	
17,140	NNDR Distribution	21,168	
46,763	Non-ring Fenced Government Grants	41,044	
10,500	Capital Grants and Contributions	6,047	
<u>105,602</u>		<u>100,028</u>	27

SECTION 3 : Statement of Accounts

Note 11 - Councillor's Allowances & Expenses

The Council has decided to provide this additional note to provide a detailed breakdown of the Basic Allowance and Special Responsibility Allowances (SRAs) paid to individual Councillors for 2014/2015, together with other expenses and costs allocated to individual Councillors.

This detailed disclosure exceeds the minimum legal requirements specified by the Government in "Statutory Instrument 2003 Number 1021 – The Local Authorities (Councillors Allowances) (England) Regulations 2003" which requires local authorities to publish details of the amounts paid to individual Councillors for each financial year for the following categories:

- Basic Allowance and Special Responsibility Allowances;
- Dependent Carers Allowance;
- Travelling and Subsistence Allowance; and
- Co-optees Allowances.

The Council paid no Dependent Carers Allowances or Co-optees Allowances in 2014/2015 or 2013/2014.

The detailed arrangements for paying the Basic Allowance, SRAs and other expenses are defined by specific rules in the Council's constitution. The key components of these rules are described below:

Basic and Special Responsibility Allowances

The value of the Basic and Special Responsibility Allowances (SRAs) paid by the Council are based on recommendations made by the Independent Remuneration Panel.

The Council considered a report from the Independent Remuneration Panel (IRP) on 3rd July 2014 which recommended increasing the Basic Allowance to £6,267 from 1st April 2014, with a further increase to £6,517 from 1st April 2015.

The Council did not approve these increases and determined to limit the increase in the Basic Allowance to the level of the Local Government pay award. As there was not a percentage increase in Local Government pay on 1st April 2014 the Basic Allowance was frozen for the period 1st April 2014 to 31st December 2014 at £5,825, the same level as in 2013/14.

With effect from 1st January 2015 a Local Government pay award of 2.2% was agreed and the Basic Allowance increased to £5,953. The 2.2% increase was also applied to the Special Responsibility Allowance. This amount is fixed until 31st March 2016. A number of Councillors determined to waive this increase and this is reflected in the detailed table of allowances and expenses.

General and General Subsistence

This covers expenses claimed by Councillors for travel and subsistence with a 35 mile radius of Hartlepool in respect of approved duties as a Councillor. In some instances this includes the travel expenses claimed by individual Councillors in their role representing the Council on Regional Organisations.

Telephone Expenses

Councillors can be reimbursed for the cost of line and telephone rental. Councillors are also eligible to claim for installing a telephone line if a line is not already connected. Councillors cannot claim for the cost of telephone calls.

Taxation, National Insurance and Pensionable Status of Allowances

Individual Councillors pay income tax and national insurance on all allowances payable to them. These allowances are not pensionable. When a Councillor loses office all allowances stop with immediate effect and no payments are made for the loss of office.

SECTION 3 : Statement of Accounts

Note 11: Councillor's Allowances & Expenses

Table 1 - Councillor's Allowances & Expenses

The total amount paid to Councillors' in respect of basic, special responsibility and travel and subsistence allowances was £264,482.63 (2013/14: £268,537.17). An analysis of the allowance payments is detailed below.

Councillor	Basic Allowance £	Special Responsibility Allowance £	General Travel £	General Subsistence £	Telephone Expenses £	Total 2014/15 £
Ainslie J	5,857.02	2,834.68	16.18	-	137.88	8,845.76
Akers-Belcher C	5,857.02	17,571.00	-	-	-	23,428.02
Akers-Belcher S J	5,857.02	5,857.02	-	-	-	11,714.04
Atkinson K	5,857.02	-	-	-	-	5,857.02
Barclay A	5,857.02	-	12.00	-	-	5,869.02
Beck P	5,857.02	-	-	-	112.41	5,969.43
Brash J	5,825.04	-	-	-	-	5,825.04
Clark A (27.05.14-31.03.15)	4,980.13	-	-	-	-	4,980.13
Cook R W	5,857.02	5,857.02	-	-	-	11,714.04
Cranney K H	5,857.02	3,514.26	184.47	-	-	9,555.75
Dawkins K	5,825.04	2,208.11	-	-	-	8,033.15
Fisher K (01.04.14-26.05.14)	892.54	624.85	283.96	-	27.41	1,828.76
Fleet M	5,857.02	-	-	-	-	5,857.02
Gibbon S	5,857.02	-	-	-	-	5,857.02
Griffin S	5,857.02	-	-	-	-	5,857.02
Hall G G	5,857.02	-	-	-	-	5,857.02
Hargreaves P	5,825.04	-	-	-	-	5,825.04
Hind T (27.05.14-31.03.15)	4,980.13	522.36	30.00	-	-	5,532.49
Jackson P	5,857.02	4,165.21	-	-	-	10,022.23
James M A	5,857.02	1,707.46	-	-	-	7,564.48
Lauderdale J	5,825.04	-	-	-	-	5,825.04
Lilley A E (01.04.14-26.05.14)	892.54	-	-	-	-	892.54
Lilley G	5,857.02	-	-	-	-	5,857.02
Loynes B	5,857.02	-	-	-	-	5,857.02
Martin-Wells R	5,857.02	5,292.80	-	-	-	11,149.82
Morris G	5,857.02	2,834.68	-	-	-	8,691.70
Payne R W	5,857.02	5,857.02	109.35	-	-	11,823.39
Richardson C	5,857.02	5,857.02	-	-	-	11,714.04
Riddle D (27.05.14-31.03.15)	4,948.15	-	-	-	-	4,948.15
Robinson J	5,857.02	-	-	-	-	5,857.02
Shields L (01.04.14-26.05.14)	892.54	-	-	-	-	892.54
Simmons C	5,857.02	5,857.02	-	-	-	11,714.04
Sirs K	5,857.02	-	-	-	-	5,857.02
Springer G A (27.05.14-31.03.15)	4,980.13	-	181.45	-	15.99	5,177.57
Tempest S (01.04.14-26.05.14)	892.55	535.52	-	-	-	1,428.07
Thomas Stephen (27.05.14-31.03.15)	4,980.13	-	-	-	-	4,980.13
Thompson P	5,825.04	-	-	-	-	5,825.04
Total 2014/15	192,275.50	71,096.03	817.41	-	293.69	264,482.63
Totals 2013/14	191,781.82	75,264.34	1,011.63	18.40	460.98	268,537.17
Totals 2012/13	205,507.20	122,536.65	941.92	-	695.54	329,681.31

SECTION 3 : Statement of Accounts

Note 11: Councillor's Allowances & Expenses

Table 2 - Costs associated with Council Approved Conferences

The Council has an approved list of conferences which specific Councillors are authorised to attend as representatives of the Council, covering the following conferences:

- National Association of Councils
- Local Government Association

The conferences and travel/accommodation arrangements are booked by officers of the Council on behalf of the Councillor(s) attending the conference. The costs are paid directly by the Council and are not based on claims submitted by individual Councillors. The costs paid by the Council for conference fees, travel and accommodation are then recorded against the individual Councillor who attended the event.

Conference Subsistence, relates to expenses claimed by Councillors for 'out of pocket expenses' whilst staying away from Hartlepool where meals are not provided for in the overall conference fees. The allowances claimable are based on approved national subsistence rates.

The total amount paid by the Council on costs associated with Council Conferences was £10,536.11 (2013/14: £8,578.95). An analysis of the payments is detailed below.

Councillor	Conference Travel £	Conference Subsistence £	Conference Fees £	Conference Accommodation £	Total 2014/15 £
Akers-Belcher C	332.94	-	2,265.75	1,176.65	3,775.34
Akers-Belcher S J	210.70	35.75	2,245.00	866.75	3,358.20
Barclay A	51.33	-	700.00	240.00	991.33
Clark A	30.61	-	350.00	120.00	500.61
James M A	30.63	-	1,050.00	360.00	1,440.63
Sirs K	-	-	350.00	120.00	470.00
Totals for 2014/15	656.21	35.75	6,960.75	2,883.40	10,536.11
Totals for 2013/14	518.10	0.00	5,545.00	2,515.85	8,578.95
Totals for 2012/13	410.31	0.00	4,200.00	1,440.00	6,050.31

Table 3 - The Council's appointed representatives on Cleveland Fire Authority

The following Councillors were the Council's appointed representatives on Cleveland Fire Authority and received a separate allowance for this additional responsibility which was funded from the Fire Authority budget, as detailed below. Further details of these allowances can be obtained from the Fire Authority.

Councillor	Cleveland Fire Authority			Total £	Period of Office
	Basic Allowances £	Special Responsibility Allowances	Travel, Subsistence or Conference Allowances £		
Akers-Belcher S J	432.70	-	-	432.70	01/04/14-11/06/14
James M	1,761.27	-	9.10	1,770.37	12/06/14-31/03/15
Lilley G	1,761.27	-	-	1,761.27	12/06/14-31/03/15
Martin-Wells R	2,193.96	-	-	2,193.96	01/04/14-31/03/15
Payne R	2,193.96	1,584.55	140.00	3,918.51	01/04/14-31/03/15
Richardson C	432.70	-	-	432.70	01/04/14-11/06/14
	8,775.86	1,584.55	149.10	10,509.51	

SECTION 3 : Statement of Accounts

Note 12 - Officers' Remuneration

In accordance with the requirements of the Accounts and Audit Regulations 2011 the Council is required to disclose details of remuneration for Senior Employees and those earning more than £50,000. Senior Employees are defined as the Chief Executive, statutory Chief Officers and all other senior managers reporting directly to the Chief Executive. Details of the remuneration for these officers are provided below.

Senior Officers with a salary of £150,000 or more per year

The Council had no senior officers with a salary of £150,000 or more per year during 2014/15. The highest paid officer was the Chief Executive, David Stubbs. The salary grade has been fixed since November 2012 at £140,000 to £150,000 per year. Mr Stubbs was appointed in November 2012 on an annual salary of £140,000 and annual increments of £2,000 are subject to assessment under the Council's Performance Increment Scheme (for the Chief Executive and Directors), which was approved by Council on 26 March 2015.

The Chief Executive is the senior officer who leads and takes responsibility for the work of the 3,102 (3,132 in 2013/14) full-time equivalent employees, including schools, and runs the Local Authority on a day to day basis. The role of Chief Executive is a full time appointment.

Permanent post holders are selected on merit, against objective criteria, following public advertisement. They are appointed by the whole Council.

As Head of Paid Service, the Chief Executive works closely with elected Councillors to deliver the following:

Leadership: working with elected Councillors to ensure strong and visible leadership and direction, encouraging and enabling managers to motivate and inspire their teams

Strategic Direction: ensuring all staff understand and adhere to the strategic aims of the organisation and follow the direction set by the elected Councillors.

Policy Advice: acting as the principal policy adviser to the elected Members of the Council to lead the development of workable strategies which will deliver the political objectives set by Members.

Partnerships: leading and developing strong partnerships across the local community to achieve improved outcomes and better public services for local people.

Operational Management: overseeing financial and performance management, risk management, people management and change management within the Council.

Details of the Chief Executive's Remuneration is shown in the following tables:-

2014/15 - Table A

Post holder information (Post title and name)	Salary	Pension Contributions (Note g)	Total Remuneration including Pension Contributions 2014/15
	£	£	£
Chief Executive			
Dave Stubbs	142,833	-	142,833
Total	142,833	-	142,833

2013/14 - Table B

Post holder information (Post title and name)	Salary	Pension Contributions (Note g)	Total Remuneration including Pension Contributions 2013/14
	£	£	£
Chief Executive			
Dave Stubbs	140,833	-	140,833
Total	140,833	-	140,833

There were no employer pension contributions in respect of the Chief Executive as he ceased to be a member of the pension scheme on 1 April, 2012. The Chief Executive's pension will be calculated on the basis of his salary and accrued service as at that date. In 2014/15 this saved the Council £0.020m (£0.023m in 2013/14).

SECTION 3 : Statement of Accounts

Note 12 - Officers' Remuneration

Senior Officers reporting directly to the Chief Executive

During 2014/15 financial year there were six officers, including three departmental Directors, reporting directly to the Chief Executive and remuneration details for these posts are shown below.

Director of Child and Adult - responsible for a gross annual revenue budget (excluding schools) of £89m and managing 603 full-time equivalent employees (excluding schools) who provide a diverse range of services, education and early years related services, services for vulnerable children and families including looking after children at risk, child and adult protection services, young offenders, children's fostering and adoption services, caring for older people, people with mental health issues and people with physical or learning disabilities.

Director of Regeneration and Neighbourhoods - responsible for a gross annual revenue budget of £54m and managing 859 full-time equivalent employees who provide a diverse range of services, including planning and building control, economic development and regeneration, community safety, refuse collection, street cleansing, highways maintenance, car parks, libraries, culture and leisure services.

Director of Public Health - responsible for a gross annual revenue budget of £12m and managing 201 full-time equivalent employees who provide a diverse range of services including substance misuse, drug prevention, school nursing, sexual health, smoking cessation, Consumer Services and sport and recreation.

2014/15 - Table C

Post Holder Information (Post Title)	Salary	Pension Contributions (Note g)	Total Remuneration including Pension Contributions 2014/15	Note
	£	£	£	
Director of Child & Adult	110,000	15,620	125,620	<i>a</i>
Director of Regeneration & Neighbourhoods	102,656	14,577	117,233	<i>b</i>
Director of Public Health	81,481	11,407	92,888	<i>c</i>
Chief Finance Officer	81,467	11,568	93,035	<i>d</i>
Chief Solicitor	91,939	13,056	104,995	<i>e</i>
Assistant Chief Executive	81,467	11,568	93,035	<i>f</i>
	549,010	77,796	626,806	

SECTION 3 : Statement of Accounts

Note 12 - Officers' Remuneration

2013/14 - Table D

Post Holder Information (Post Title)	Salary	Pension Contributions (Note g)	Total Remuneration including Pension Contributions 2013/14	Note
	£	£	£	
Director of Child & Adult	49,086	8,050	57,136	
Backfill of Director of Child & Adult	20,689	-	20,689	
Total Director of Child & Adult	69,775	8,050	77,825	<i>a</i>
Director of Regeneration & Neighbourhoods	100,656	16,508	117,164	<i>b</i>
Director of Public Health	81,481	11,407	92,888	<i>c</i>
Chief Finance Officer	84,044	13,783	97,827	<i>d</i>
Chief Solicitor	84,980	13,857	98,837	<i>e</i>
Assistant Chief Executive	81,062	13,294	94,356	<i>f</i>
	501,998	76,899	578,897	

There has been no annual "cost of living" pay award for the Chief Executive, Director of Child and Adults and Director of Regeneration and Neighbourhoods since April 2008 and this will continue to apply until 31 March 2016. A 2% pay award has been agreed for the post of Director of Public Health and other Chief Officers earning less than £100,000 per annum which covers the period 1 January 2015 to 31 March 2016. This is their first "cost of living" pay award since April 2008.

Notes

(a) The new Director of Child and Adult Services commenced in the role on 21st October 2013 on a salary of £110,000. The salary scale for the Director of Child and Adult Services for 2014/15 was £100,000 to £110,000. Appointment was made at the top of the grade to reflect the experience of the Director who had held a similar role in another authority.

(b) The salary scale for the Director of Regeneration & Neighbourhoods for 2014/15 was £100,000 to £110,000. The current post holder's salary was incrementally increased from £102,000 to £104,000 in January 2015, in line with agreed contractual arrangements.

(c) The Director of Public Health joined the authority on 01/04/13 under TUPE transfer on a salary of £81,481. The post holder's NHS terms and conditions of employment will apply for a period of three years from TUPE transfer. During this period the post is not subject to an incremental salary scale and will remain on a fixed salary of £81,481.

(d) The salary scale for the Chief Finance Officer's post was increased by 2% with effect from 1 January 2015, there had been no pay award since 2008. The Salary Scale for this post is £66,147 to £82,683. The salary scale was reviewed during 2013/14 and the payments in table D includes arrears of £3,828 which covered the period November 2011 to March 2013.

(e) The salary scale for the Chief Solicitor's post for 2014/15 was also increased by 2% with effect from 1 January 2015, to £66,147 to £82,683. The Chief Solicitor's salary includes a payment of £3,432 (£3,432 in 2013/14) in respect of this post holder also acting as Legal Officer to Cleveland Fire Authority. This cost is paid for by the Fire Authority. The post holder also received £7,040 in 2014/15 (2013/14 £486) as the Council's designated Returning Officer for elections.

(f) The salary scale for the Assistant Chief Executive's post for 2014/15 was increased by 2% with effect from 1 January 2015 to £66,147 to £82,683. The current post holder was at the top of this salary scale throughout 2014/15.

(g) The pension contributions included in the Remuneration Disclosure Tables only relate to the Council's contribution to the pension scheme. In addition, the employee contributes a percentage of their salary to the scheme, for salaries between £60,001 to £85,000 this is 9.9% and for salaries above £85,001 to £150,000 the rate is 11.4%.

No expense allowances were paid to Council Officers during 2014/15.

SECTION 3 : Statement of Accounts

Note 12 - Officers' Remuneration

Employees with a salary of £50,000 or more

In accordance with the Accounts and Audit Regulations 2011, the number of employees including school employees employed by the Council whose remuneration was £50,000 or greater is detailed in the table below in bands of £5,000. This table excludes details of senior officers set out in the tables overleaf. The bandings have been used since 2002/03 and are not indexed and therefore do not make any adjustment for inflationary increases each year. If the starting banding had been indexed for cost of living increases for local authority employees then it would be £60,600.

'Remuneration' is measured as gross pay (before deduction of employees' pension contributions), plus compensation for loss of office and any other payments receivable on the termination of employment in line with guidance.

During 2014/15 a pay award was agreed at a rate of 2.2% for the period 1 January 2015 to 31 March 2016, in addition a non consolidated payment was approved and the rate varied dependant upon salary scale which equates to between £100 and £220 for eligible employees.

The details shown for 2014/15 under the heading "Left in Year" includes the annual salary payment in the year plus the termination costs of making these posts redundant. Details of the termination costs are provided in Note 13. These employees all had annual salaries below £50,000.

TABLE E - NON-SCHOOLS EMPLOYEES

2013/14			Remuneration Band (£)	2014/15		
No. of Non-School Employees				No. of Non-School Employees		
<i>Non School</i>	<i>Left in Year</i>	<i>Total</i>		<i>Non School</i>	<i>Left in Year</i>	<i>Total</i>
7	1	8	50,000 to 54,999	6	2	8
2	-	2	55,000 to 59,999	3	1	4
4	-	4	60,000 to 64,999	3	3	6
-	1	1	65,000 to 69,999	1	-	1
2	-	2	70,000 to 74,999	2	-	2
1	-	1	75,000 to 79,999	-	-	-
2	-	2	80,000 to 84,999	3	-	3
-	1	1	85,000 to 89,999	-	1	1
-	1	1	90,000 to 94,999	-	-	-
-	-	-	95,000 to 99,999	-	-	-
-	-	-	100,000 to 104,999	-	1	1
-	-	-	105,000 to 109,999	-	1	1
-	-	-	110,000 to 194,999	-	-	-
-	-	-	195,000 to 199,999	-	1	1
18	4	22		18	10	28

TABLE F - SCHOOL EMPLOYEES

2013/14			Remuneration Band (£)	2014/15		
No. of School Employees				No. of School Employees		
<i>School</i>	<i>Left in Year</i>	<i>Total</i>		<i>School</i>	<i>Left in Year</i>	<i>Total</i>
9	-	9	50,000 to 54,999	4	1	5
5	-	5	55,000 to 59,999	5	-	5
3	-	3	60,000 to 64,999	6	-	6
4	-	4	65,000 to 69,999	4	-	4
2	-	2	70,000 to 74,999	1	-	1
-	-	-	75,000 to 79,999	1	-	1
-	-	-	80,000 to 84,999	-	-	-
-	-	-	85,000 to 89,999	-	1	1
-	-	-	90,000 to 94,999	-	-	-
-	-	-	95,000 to 99,999	-	-	-
-	-	-	100,000 to 104,999	-	-	-
23	-	23		21	2	23

The remuneration for school employees is determined by each individual Governing Body in accordance with national pay guidelines. Academies, Foundation and Voluntary Aided school employees are excluded from the Table as the Governing Body and not the Council are the employer.

During 2014/15 four schools were granted Academy Status and their employees are excluded from the 2014/15 figures shown in the above table.

SECTION 3 : Statement of Accounts

Note 13: Termination Costs

In response to cuts in Government grants the Council has had to make significant reductions in ongoing expenditure. The Council has mitigated the impact on staff by managing vacancies and redeploying staff where possible. However, as staff costs make up the largest single element of the Council's budget it has not been possible to avoid reductions in staffing levels. Therefore, in 2014/15 a total of 91 employees (81 in 2013/14) either took voluntary redundancy or were made compulsorily redundant. The 2014/15 costs of this involved payments of £0.770m (£0.837m in 2013/14) to employees in the form of redundancy payments and £0.457m (£0.675m in 2013/14) to the pension fund in respect of retirement benefits. The Council also incurred other costs of £0.001m (£0.006m in 2013/14). These payments incorporate schools and further details are provided in Note 44.

The Council calculates redundancy pay based on the actual salary paid to individual employees, with a maximum redundancy payment not exceeding 30 weeks pay with no enhancements. Retirement costs are based on national arrangements applying to all Local Government Pension schemes.

For non-schools employees the Council adopts robust arrangements for approving both compulsory and voluntary redundancies / early retirements and only approves applications where there is a permanent budget saving and the one-off redundancy / early retirement costs have a pay back period of 3.05 years or less. In 2014/15 the average pay back period was 17 months (12 months in 2013/14). In 2014/15 this has enabled the authority to achieve permanent salary savings of £0.694m (£1.243m in 2013/14).

The following tables provide details by band and of the number and total cost of the compulsory and voluntary redundancies for non-school and school employees.

TABLE G - NON-SCHOOLS EMPLOYEES

2013/14					2014/15				
No of compulsory redundancies	No of voluntary redundancies	Total no of redundancies by band	Total cost of redundancies by band £	Remuneration Band (£)	No of compulsory redundancies	No of voluntary redundancies	Total no of redundancies by band	Total cost of redundancies by band £	
29	31	60	396,675	0 to 20,000	29	35	64	415,579	
1	8	9	241,362	20,001 to 40,000	-	11	11	296,214	
-	4	4	190,837	40,001 to 60,000	-	-	-	-	
-	4	4	278,009	60,001 to 80,000	-	2	2	139,005	
-	-	-	-	80,001 to 100,000	-	-	-	-	
-	2	2	223,126	100,001 to 120,000	-	1	1	100,093	
-	-	-	-	120,001 to 140,000	-	-	-	-	
-	-	-	-	140,001 to 160,000	-	1	1	146,378	
-	-	-	-	160,001 to 180,000	-	-	-	-	
-	1	1	186,377	180,001 to 200,000	-	-	-	-	
30	50	80	1,516,386		29	50	79	1,097,269	

TABLE H - SCHOOLS EMPLOYEES

2013/14					2014/15				
No of compulsory redundancies	No of voluntary redundancies	Total no of redundancies by band	Total cost of redundancies by band £	Remuneration Band (£)	No of compulsory redundancies	No of voluntary redundancies	Total no of redundancies by band	Total cost of redundancies by band £	
1	-	1	1,735	0 to 20,000	6	3	9	44,376	
-	-	-	-	20,001 to 40,000	3	-	3	87,362	
1	-	1	1,735		9	3	12	131,738	

Decisions in relation to School Employees are made by individual School Governing Bodies and not by the Council. Foundation and Voluntary Aided school employees are excluded from Table H as the Governing Body and not the Council are the employer.

During 2014/15 four schools were granted Academy Status and their employees are excluded from the 2014/15 figures shown in the above table.

SECTION 3 : Statement of Accounts

Note 14: Non Current Assets - Property, Plant & Equipment

This note shows the movements in the value of non current assets (Property, Plant and Equipment) during 2014/15.

Movements in 2014/15

	Council Dwellings	Other Land & Buildings	Vehicles, Plant & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	PP&E Under Construction	Total
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Cost or Valuation								
As at 1 April 2014	5,588	133,180	27,888	101,481	5,556	7,323	18,507	299,523
Adjustment for Impairment 2013/14	-	53	-	-	-	-	-	53
Additions	1,396	2,251	3,403	2,144	144	789	6,185	16,312
Accumulated Depreciation Written Off to Gross Carrying Amount	(51)	(2,594)	-	-	-	(50)	-	(2,695)
Accumulated Impairment Written Off to Gross Carrying Amount	-	(23)	-	-	-	(2,767)	-	(2,790)
Revaluation Increases/(decreases) recognised in the Revaluation Reserve	372	9,343	-	-	-	(114)	-	9,601
Revaluation Increases/(decreases) recognised in the Surplus/Deficit on Provision of Services	(1,789)	1,076	-	-	-	(1,581)	-	(2,294)
Derecognition-Disposals	-	(8,257)	(619)	-	(10)	(1,848)	(580)	(11,314)
Reclassified (to)/from Held for Sale	-	(1,570)	-	-	-	-	-	(1,570)
Reclassified (to)/from Investment Property	(80)	134	-	-	-	-	-	54
Other movements in Cost or Valuation	1,516	3,695	877	8,310	1	1,490	(15,895)	(6)
At 31 March 2015	6,952	137,288	31,549	111,935	5,691	3,242	8,217	304,874
Accumulated Depreciation and Impairment								
As at 1 April 2014	(81)	(2,571)	(13,433)	(41,673)	-	(4)	-	(57,762)
Adjustment for Impairment 2013/14	-	(53)	-	-	-	-	-	(53)
Depreciation Charge	(67)	(2,782)	(3,142)	(3,141)	-	(96)	-	(9,228)
Accumulated Depreciation Written Off to Gross Carrying Amount	51	2,594	-	-	-	50	-	2,695
Accumulated Impairment Written Off to Gross Carrying Amount	-	-	-	-	-	-	-	-
Derecognition - Disposals	-	391	530	-	-	23	-	944
Reclassified (to)/from Investment Property	10	-	-	-	-	-	-	10
Other movements in Depreciation and Impairment	-	6	1	2	-	(4)	-	5
At 31 March 2015	(87)	(2,415)	(16,044)	(44,812)	-	(31)	-	(63,389)
Net Book Value								
At 31 March 2015	6,865	134,873	15,505	67,123	5,691	3,211	8,217	241,485
Nature of Asset Holding								
Owned	6,865	134,873	15,275	67,123	5,691	3,211	8,217	241,255
Finance Lease	-	-	230	-	-	-	-	230
Total	6,865	134,873	15,505	67,123	5,691	3,211	8,217	241,485

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Note 14: Non Current Assets - Property, Plant & Equipment

Movements in 2013/14

	Council Dwellings	Other Land & Buildings	Vehicles, Plant & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	PP&E Under Construction	Total
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Cost or Valuation								
As at 1 April 2013	4,583	147,808	26,637	98,667	6,936	5,544	11,592	301,767
Adjustment for Impairment 2012/13	-	(3,283)	-	-	-	(667)	-	(3,950)
Additions	677	1,967	3,144	1,497	280	454	11,084	19,103
Accumulated Depreciation Written Off to Gross Carrying Amount	(29)	(3,029)	-	-	-	(65)	-	(3,123)
Accumulated Impairment Written Off to Gross Carrying Amount	-	(2,437)	-	-	-	(793)	-	(3,230)
Revaluation Increases/(decreases) recognised in the Revaluation Reserve	243	6,140	498	-	(1,243)	310	-	5,948
Revaluation Increases/(decreases) recognised in the Surplus/Deficit on Provision of Services	(1,387)	(403)	-	-	11	694	-	(1,085)
Derecognition-Disposals	-	(13,328)	(2,498)	-	(366)	(155)	(211)	(16,558)
Reclassified (to)/from Held for Sale	-	-	-	-	1,250	675	-	1,925
Reclassified (to)/from Investment Property	34	(1,275)	-	-	(41)	8	-	(1,274)
Other movements in Cost or Valuation	1,467	1,020	107	1,317	(1,271)	1,318	(3,958)	-
At 31 March 2014	5,588	133,180	27,888	101,481	5,556	7,323	18,507	299,523

Accumulated Depreciation and Impairment

As at 1 April 2013	(45)	(8,434)	(12,743)	(38,643)	-	(670)	-	(60,535)
Adjustment for Impairment 2012/13	-	3,283	-	-	-	667	-	3,950
Depreciation Charge	(65)	(2,959)	(2,881)	(3,030)	-	(90)	-	(9,025)
Accumulated Depreciation Written Off to Gross Carrying Amount	29	2,947	-	-	-	105	-	3,081
Accumulated Impairment Written Off to Gross Carrying Amount	-	2,136	-	-	-	17	-	2,153
Derecognition - Disposals	-	387	2,191	-	-	-	-	2,578
Reclassified (to)/from Investment Property	-	35	-	-	-	-	-	35
Other movements in Depreciation and Impairment	-	34	-	-	-	(33)	-	1
At 31 March 2014	(81)	(2,571)	(13,433)	(41,673)	-	(4)	-	(57,762)

Net Book Value

At 31 March 2014	5,507	130,609	14,455	59,808	5,556	7,319	18,507	241,761
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Nature of Asset Holding

Owned	5,507	130,609	14,399	59,808	5,556	7,319	18,507	241,705
Finance Lease	-	-	56	-	-	-	-	56
Total	5,507	130,609	14,455	59,808	5,556	7,319	18,507	241,761

SECTION 3 : Statement of Accounts

Note 14: Non Current Assets - Property, Plant & Equipment

Depreciation

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

- Council Dwellings - 50 years.
- Other Land and Buildings - straight-line allocation over the useful life of the property as estimated by the valuer, between 25 and 40 years.
- Vehicles, Plant, Furniture & Equipment - straight-line allocation over the useful life of the asset, up to 15 years.
- Infrastructure - between 15 and 100 years.

Revenue Expenditure Funded from Capital Under Statute

The net cost of Revenue Expenditure Funded from Capital Under Statute is charged to the Comprehensive Income and Expenditure Account. An amount of £2.032m (£2.968m in 2013/14) has been charged to Services. These amounts were fully financed from capital resources, which in the case of earmarked reserves have been shown as a reconciling item within Note 5 (Adjustments between Accounting Basis and Funding Basis under Regulations) £0.444m (£1.360m in 2013/14), and in the case of capital grants and prudential borrowing (general fund) £1.588m (£1.608m in 2013/14).

Capital Commitments

As at 31st March, 2015, the Council had rephased capital expenditure totalling £10.544m into 2015/2016, of which £2.346m will be funded from grant, £3.958m will be funded by prudential borrowing and the remaining £4.240m will be funded from the Council's own resources. The comparable rephased capital expenditure at 31 March 2014 was £20.311m. The Council has entered into a number of contracts for which capital monies are committed.

The major commitments are:

Scheme	Total Project Budget	Expenditure over Years to 31 March 15	Commitment
	£000s	£000s	£000s
Empty Property Purchasing Scheme	5,840	5,233	607
Empty Property Purchasing Scheme - Phase 2	2,945	158	2,787
EDM Seaton Carew Coast Protection	1,875	563	1,312
Street Lighting LED Scheme	4,930	2,708	2,222

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Note 15: Non Current Assets - Property, Plant & Equipment - Revaluations

The Council carries out a rolling programme that ensures that all property, plant and equipment required to be measured at fair value is revalued at least every five years. All valuations were carried out internally and valuations are based on certificates issued by the Council's Estates Manager, Mr D Clarke, a member of the Royal Institute of Chartered Surveyors. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. Valuations of vehicles, plant, furniture and equipment are based on depreciated historic cost.

The significant assumptions applied in estimating the fair values unless otherwise noted in the valuation reports are:

- Properties are in good condition and repair.
- Properties are freehold and with vacant possession.
- Properties will continue to be used by the Council into the foreseeable future.
- Properties do not contravene planning and other statutory matters.

The following statement shows the progress of the Council's rolling programme for the revaluation of non current assets and property, plant and equipment, excluding Community Assets (£5.689m), Heritage Assets (£14.721m), Infrastructure Assets (£67.123m) and Property, Plant and Equipment under construction (£8.217m). The basis for the valuation is set out in the Statement of Accounting Policies.

	Operational Assets				
	Council Dwellings	Other Land & Buildings	Vehicles, Plant & Equipment	Surplus Assets	Total
	£000s	£000s	£000s	£000s	£000s
Valued at Historical Cost	-	-	15,505	-	15,505
Valued at fair value as at:					
<u>Current Year</u>					
2014/2015	3,755	62,779	-	431	66,965
2013/2014	1,171	47,659	-	1,501	50,331
2012/2013	34	13,855	-	1,279	15,168
2011/2012	1,905	6,251	-	-	8,156
2010/2011	-	4,329	-	-	4,329
Total	6,865	134,873	15,505	3,211	160,454

Custodian Authority Assets

The Balance Sheet excludes assets held by the Council in its capacity as Custodian Authority. These assets were revalued in 2014/15 at £0.014m. The interest on these assets were passed to the Council following the abolition of Cleveland County Council on 1 April 1996. These assets are held on behalf of the four unitary authorities pending their disposal. The sale proceeds will be distributed to the four unitary authorities in accordance with an agreed basis.

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Note 16: Non Current Assets - Investment Property

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:

2013/14 £000s		2014/15 £000s
(434)	Rental income from Investment Property	(474)
214	Direct operating expenses arising from investment property	182
(220)	Net (gain)/loss	(292)

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

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

The Council leases a number of properties where it also acts as a lessor. These properties are classed as investment properties.

2013/14 £000s		2014/15 £000s
15,094	Balance at the start of the year	17,953
	<u>Additions:</u>	
1,564	Acquisitions	-
10	Subsequent expenditure	29
(148)	Disposals	(1,507)
194	Net Gains/(Losses) from Fair Value Adjustments	65
	<u>Transfers</u>	
1,239	(To)/from Property, Plant & Equipment	(64)
17,953	Balance at the end of the year	16,476

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Note 17: Non Current Assets - Heritage Assets

Reconciliation of the carrying value of Heritage Assets held by the Council:

2013/14	Museum Exhibits & Art Collection	Civic Collection	Sculptures, Monuments & War Memorials	Total
Cost or Valuation	£000s	£000s	£000s	£000s
At 1 April 2013	13,128	354	1,170	14,652
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	-	-	-	-
At 31 March 2014	13,128	354	1,170	14,652

2014/15	Museum Exhibits & Art Collection	Civic Collection	Sculptures, Monuments & War Memorials	Total
Cost or Valuation	£000s	£000s	£000s	£000s
At 1 April 2014	13,128	354	1,170	14,652
Additions	9	-	60	69
Disposals	-	-	-	-
Revaluations	-	-	-	-
At 31 March 2015	13,137	354	1,230	14,721

Museum Exhibits & The Art Collection

The Council's Museum Service possesses a fine collection of historical objects, information and artworks. These are displayed within the Museum of Hartlepool, the Hartlepool Art Gallery and selected buildings such as the Civic Centre and Borough Buildings, either as part of the permanent historical displays or as changing exhibitions. When not on display they are held in a secure storage.

The collections are used as a valuable reference collection for researching the history and cultural identity of the town.

Hartlepool has an impressive and important collection of over 1,000 pieces of fine art. The collection is mainly Victorian and Edwardian in period, largely as a result of the founding collection by Sir William Gray. With few exceptions, most subsequent collecting has been work of artists living or working at least part of their lives in the Hartlepool area. In 2014/15 the Arts Council donated a Lucian Freud painting valued at £0.009m to the Council.

The Council also holds collections relating to Hartlepool's maritime heritage and social history. These include ship models, photographs, company records, ephemera and equipment. This also contains around 35,000 plans for the building of approximately 300 ships including the Wingfield Castle.

Almost all of the plans relate to ships built by Gray's shipyard from 1927 to the yards closure in 1961. When the shipyard closed, the plans were still of importance and often bought by other ship builders. In the mid 1980's many of the plans were returned to Hartlepool and now feature in the collection. A hugely informative collection is that preserved by Robert Wood, a local historian which contains over 40,000 examples of 19th century and early 20th century ephemera, manuscript material and posters from the Hartlepool printing firm owned by John Procter. The collection reflects the social aspects of life as well as the industry in the town.

Civic Collection

The Civic collection includes the Civic Regalia, ceremonial silverware, and a number of decorative artefacts. During 2011/12 the collection was valued at £0.354m by the External Valuers. In addition the Books of Remembrance have been included within the Civic Collection and are held at Historic Cost.

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Note 17: Non Current Assets - Heritage Assets

Valuation of the Collections

Although there is no requirement to have Heritage assets externally valued, during 2011/12 the External Valuers Anderson & Garland Ltd carried out an insurance based valuation of the assets. Museum exhibits and Works of Art were valued at £13.128m and £0.354m for the Civic Collection, compared to previous valuations of £8.417m and £0.350m respectively.

Sculptures, Monuments, War Memorials & Archaeology

The Council has recorded 11 Public Works of Art, 7 Sculptures, 6 War Memorials one of which was built in 2014/15 at a cost of £0.060m to commemorate the 100th Anniversary of the start of World War I. These are considered to principally contribute to knowledge and culture.

Policy and Management

The Council has an Acquisitions & Disposals Policy in place which sets out the acquisition, preservation, management and disposal of Heritage Assets. This is available on request.

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Note 18: Long Term Investments

This note details the carrying values of the Council's investments.

2013/14 £000s		2014/15 £000s
25	Durham and Tees Valley Airport Limited	-
197	SITA Tees Valley Limited	197
222		197

Under Local Government Reorganisation the Council was allocated 2.47% of the shares in Durham Tees Valley Airport Limited, which has reduced to 1.08% upon the sale of the airport to Peel Investments (DVTA) LTD. The shares have no value (£0.025m in 2013/14); this is determined by the net worth of the company, which is negative, as disclosed in the company's latest accounts. The value of the shares have been written out of the accounts accordingly.

Further details of the Council's long term investments are included in Note 30 'Related Party Transactions'.

Note 19: Long Term Debtors

This note sets out the value of Long Term Debtors held by the Council at 31 March, 2015.

2013/14 £000s		2014/15 £000s
13	Housing Advances	7
77	Trincomalee Loan and Advances	77
108	Car Loans to Employees	97
-	NDC Trust Loan	240
48	Other	67
246		488

Note 20: Inventories

This note sets out the value of inventories held by the Council at 31 March, 2015.

2013/14 £000s		2014/15 £000s
719	Balance at 1 April	743
2,616	Purchases	2,557
(2,591)	Recognised as an expense in year	(2,579)
(1)	Written off balances	(9)
743	Balance at 31 March	712

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Note 21: Short Term Debtors

This note sets out amounts owed to the Council as at 31 March, 2015.

2013/14 £000s		2014/15		
		Gross Debtor	Impairment of Bad Debts	Net Debtor
		£000s	£000s	£000s
2,697	Central Government Bodies	1,954	-	1,954
355	Other Local Authorities	463	-	463
818	NHS Bodies	2,512	-	2,512
	Bodies external to general government:			
3,522	General and Other Debtors	5,058	(1,652)	3,406
1,454	Payments in Advance	1,477	-	1,477
1,753	Council Tax Payers	4,589	(2,316)	2,273
326	NNDR Payers	827	(451)	376
1,345	Trade Debtors	2,015	(604)	1,411
12,270		18,895	(5,023)	13,872

The increase in NHS Bodies debtors relates to the main NHS transfer and preparing for the Better Care Fund grant from Department of Health. The increase in Council Tax Payers relates to an increase in council tax arrears.

Note 22: Cash and Cash Equivalents

This note sets out details of the Council's cash in hand and instant access investment accounts in addition to the overdraft included in the Liabilities section of the balance sheet.

2013/14 £000s		2014/15 £000s
	Assets	
75	Bank and Imprests	76
12,800	Liquidity Investment Accounts	12,930
12,875		13,006
	Liabilities	
(4,111)	Bank Overdraft	(2,341)
8,764		10,665

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Note 23: Assets Held for Sale (Less than one year)

This note shows the movement of items of property, plant or equipment, or groups of assets and liabilities whose carrying amount is to be recovered principally through a sale rather than its continued use by the Council.

2013/14 £000s		2014/15 £000s
4,520	Balance outstanding at start of year	80
	Assets newly classified as Held for Sale:	
-	Property, Plant and Equipment	1,570
	Assets declassified as Held for Sale:	
(1,925)	Property, Plant and Equipment	-
(2,515)	Assets sold	(60)
<u>80</u>	Balance outstanding at year-end	<u>1,590</u>

Note 24: Short Term Creditors

This note sets out amounts owed by the Council as at 31 March, 2015.

2013/14 £000s		2014/15 £000s
4,935	Central Government Bodies	5,813
1,372	Other Local Authorities	723
296	NHS Bodies	469
	Bodies external to General Government:	
6,372	General and Other Creditors	5,586
2,880	Trade Creditors	1,783
2,105	Employee Absences	1,416
959	Income in Advance	1,499
538	Council Tax Payers	642
264	NNDR Payers	428
<u>19,721</u>		<u>18,359</u>

SECTION 3 : Statement of Accounts

Note 25: Provisions

Total provisions at 31st March, 2015, were £2.466m (£3.904m in 2013/2014), as detailed below.

Current Liabilities

2014/15

		Litigation	Land Charges	Rating Appeals	MMI Insurance	Total
		£000s	£000s	£000s	£000s	£000s
2013/14						
£000s						
361	Balance at 1 April	591	73	1,942	24	2,630
2,292	Additional provisions made in year	140	-	-	-	140
(101)	Amounts used in year	(259)	(3)	(55)	-	(317)
78	Amounts transferred (to) / from long term provisions	-	-	-	-	-
-	Unused amounts reversed in year	(55)	-	(1,206)	-	(1,261)
2,630	Balance at 31 March	417	70	681	24	1,192

Long Term Liabilities

2014/15

		Custodian Authority Property Charges	Land Charges	Contaminated Land	MMI Insurance	Total
		£000s	£000s	£000s	£000s	£000s
2013/14						
£000s						
1,350	Balance at 1 April	97	-	634	543	1,274
(76)	Amounts transferred (to) / from short term provisions	-	-	-	-	-
1,274	Balance at 31 March	97	-	634	543	1,274

Custodian Authority Property Charges - this provision is earmarked to meet the Council's share of the costs of the Custodian Authority properties inherited from the former Cleveland County Council.

Litigation - the litigation provision has been created to cover planning appeals and other potential legal cost liabilities. The provision is based on a prudent estimate of the likely costs. However, the timing of these payments is uncertain.

Rating Appeals - following the implementation of the Business Rates Retention Scheme, this provision is earmarked to fund backdated appeals as a result of Rateable Value changes. These costs were previously met by Central Government.

In September 1992 Municipal Mutual Insurance (MMI), the Council's former insurers, ceased accepting new business. MMI and its policyholders, including local authorities, have established a Scheme of Arrangement for the orderly run down of the company. MMI do not have enough assets to meet the claims and liabilities currently outstanding. The Scheme of Arrangement provides that, if there is a likelihood of a shortfall, MMI can reclaim from the major policyholders part of the claims paid from 1st October 1992. The Scheme of Arrangement under section 899 of the Companies Act 2006 was triggered in November 2012. In February 2013 the Creditors Committee set a levy rate of 15% based on a percentage share of the liabilities outstanding. Therefore the Council has recognised a £0.567m provision in the accounts for these liabilities.

Land Charges - this provision has been created to cover refunds of land charges following the revocation of personal search fees on the local land charge register.

Contaminated Land - in accordance with the Environmental Protection Act 1990, a provision for the Council's obligations arising from decontamination costs of areas of contaminated land where there is a significant possibility of causing significant harm to human health.

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Note 26: Other Long Term Liabilities

The Finance lease liability relates to the outstanding principal on the Council's finance leases. Further details are included in Note 35 - Finance Leases.

2013/14 £000s		2014/15 £000s	Note
45	Finance lease liability	178	35
90,717	Net Pensions liability	122,097	29
90,762		122,275	

The finance lease liability has increased as a result of new IT equipment acquired under the embedded lease with Northgate.

The net pensions liability has increased owing to Actuarial asset losses and an increase in expected liability obligations. See Note 45 for further information.

Note 27: Grant Income - Credited to Taxation and Non Specific Grant Income

The Council credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2014/15.

2013/14 £000s		2014/15 £000s
37,412	Revenue Support Grant	30,952
31,199	Council Tax Income	31,769
264	Council Tax - Transition Grant	-
17,140	NNDR Redistribution	21,168
7,168	NNDR - Top-Up	7,308
408	Council Tax Freeze Grant	408
-	Business Rates Relief	870
112	Local Support Services Grant	89
1,399	New Homes Bonus Grant	1,417
62	Capital - Devolved Formula Capital Grant	340
1,025	Capital - Building Schools for the Future	1,515
950	Capital - Other DfE Grants	1,210
35	Capital - Housing Market Renewal	-
1,369	Capital - Homes & Communities Agency	55
7,059	Other Capital Grants & Contributions	2,927
105,602	Total	100,028

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Note 27: Grant Income - Credited to Services

2013/14 £000s		2014/15 £000s
65,808	Dedicated Schools Grant	58,337
47,290	Housing Benefit Subsidy	47,176
278	Building Schools for the Future	384
3,521	Education Funding Agency/ Skills Funding Agency	1,443
2,346	Other Grants	2,636
148	Department of Health Grants	310
1,708	Education Services Grant	1,433
4,225	Pupil Premium	5,204
1,065	Housing Benefit and Council Tax Benefit Administration	773
	Integrated Adult Social Care - Dept of Health	2,297
101	Local Council Tax New Burdens	106
446	Small Business Rates	-
8,255	Public Health Grant	8,486
1,453	Other Department for Education Grants	1,640
1,632	Department for Work & Pensions	1,112
-	Department for Communities & Local Government - Troubled Families	1,087
-	European Social Fund	1,428
50	Environment Agency	50
138,326	Total	133,902

The Council has received a number of grants, contributions and donations that have yet to be recognised as income as they have conditions attached to them that will require the monies or property to be returned if the conditions are not met. The balances at the year-end are as follows :-

Current Liabilities

Grant Receipts in Advance (Capital Grants)

2013/14 £000s		2014/15 £000s
651	Department for Transport	222
1,704	Building Schools for the Future	644
3,625	Other Capital Grants & Contributions	3,696
1,491	Other Department for Education Grants	883
55	Homes & Communities Agency	-
7,526	Total	5,445

Grant Receipts in Advance (Revenue Grants)

2013/14 £000s		2014/15 £000s
932	Education Funding Agency/ Skills Funding Agency	697
-	European Social Fund	509
192	Other Grants	103
572	Department for Communities & Local Government	-
1,696	Total	1,309

Long-Term Liabilities

Grant Receipts in Advance (Capital Grants)

2013/14 £000s		2014/15 £000s
838	Building Schools for the Future	-
838	Total	-

SECTION 3 : Statement of Accounts

Note 28: Usable Reserves

Movements in the Council's usable reserves are detailed in the Movement in Reserves Statement and Notes 5 and 6 and are summarised below.

2013/14 £000s		2014/15 £000s	Note
<u>5,153</u>	<u>Unearmarked General Fund Balance</u>	<u>5,253</u>	1
<u>3,732</u>	<u>Earmarked Budget Support Fund 2014/15 to 2016/17</u>	<u>5,455</u>	2
	<u>School Balances</u>		
4,852	Balances held by schools under a scheme of delegation	3,913	3
2,047	School Strategic Change & Ring Fenced Grants Reserves	1,885	4
143	Other Fund School Balances	73	5
<u>7,042</u>		<u>5,871</u>	
	<u>Earmarked Revenue Reserves</u>		
7,629	Strategic One Off Costs	6,451	6
4,677	Ring Fenced Grants Reserves	6,424	7
4,023	Insurance Fund	4,104	8
4,513	Strategic Change Reserves	3,730	9
2,057	Support for Local Council Tax Support Scheme	2,920	10
1,900	Business Rates Risk Reserve	4,784	11
750	Business Rates Equalisation Reserve	-	12
500	Public Health Grant Reserve	1,678	13
2,028	Strategic Risk Reserve	1,028	14
999	Children's Social Care & Early Intervention Reserve	999	15
870	Treasury Management Risk reserve	870	16
-	Protection Costs Reserve	750	17
95	School Attainment Reserve	711	18
-	Hartlepool Maritime Experience Reserve	520	19
501	Capital Risk Strategy Reserve	501	20
500	Income Risk Reserve	500	21
442	Lotteries Reserve	449	22
400	Regeneration Projects	400	23
-	Secure Accommodation Reserve	264	24
285	Trading Account Reserves	245	25
-	Better Care Fund Reserve	220	26
186	Members Ward Budget Reserve	155	27
50	Funding for Modern Apprentices	150	28
204	Building / Development Control Income Shortfall	123	29
-	Pay Costs Reserve	100	30
76	Museums Acquisition	80	31
60	WW1 Commemoration Reserve	60	32
49	Living Wage Reserve	49	33
34	Environmental Apprenticeships Scheme	42	34
38	Concessionary Fares	38	35
-	Community Centre Reserve	30	36
-	Property Reserve	23	37
19	Works in Default Empty Homes	19	38
8	NDC Fund	8	39
379	Support 2012/13 Loss of Council Tax Freeze Grant	-	40
363	Academies Reserve	-	41
312	Pension Actuarial Reserve	-	42
149	Supporting Family Poverty	-	43
137	Carbon Reduction Commitment	-	44
135	Business Transformation	-	45
10	Public Relations Reserve	-	46
3	Public Inquiry Reserve	-	47
<u>34,380</u>		<u>38,425</u>	
	<u>Earmarked Capital Reserves</u>		
4,075	Capital Funding Reserve	5,486	48
16	Capital Receipts Unapplied	1,081	49
352	Capital Grants Unapplied	325	50
<u>4,443</u>		<u>6,892</u>	
<u>54,750</u>	<u>Total Reserves</u>	<u>61,896</u>	

SECTION 3 : Statement of Accounts

Note 28: Usable Reserves

Notes to Useable Reserves

The Councils reserves have been established as part of the Medium Term Financial Strategy (MTFS) to manage the significant financial risks and one off commitments arising from continued cuts in ongoing Government grants. The following notes explain the purpose of individual reserves.

Unearmarked General Fund Balance

- 1 The General Fund Balance of £5.253m held at 31st March 2015 is held to meet unforeseen commitments not funded from Earmarked Reserves.

Earmarked Budget Support Fund 2014/15 to 2016/17

- 2 This reserve has been established to support the budget between 2014/15 to 2016/17.

School Balances

- 3 School reserves have reduced as schools have utilised their reserves to assist with lower increases in revenue funding, contributions to planned capital works and transfer of reserves to those Schools which converted to Academy Status during 2014/15. Further details are available from the Child & Adult Services Department. The net balance of £3.913m consists of individual school balances of £3.975 less loans to schools of £0.062m.
- 4 These risk reserves are held in trust for Schools to manage specific commitments and one-off risks.
- 5 School balances generated from other funding.

Earmarked Revenue Reserves

- 6 This reserve was created to cover one-off strategic financial issues including redundancy and early retirement costs over the period of the MTFS and capital investment requirements.
- 7 Ring Fenced Grants Reserve are grants received which are ring fenced for specific commitments in 2015/16 in accordance with grant conditions.
- 8 This reserve provides for all payments that fall within policy excesses or relate to self-insured risks, the reserve currently covers the estimated value of unpaid outstanding claims.
- 9 Strategic Change Reserves have been established to enable departments to meet one-off costs that may arise from strategic changes to improve services, or reduce costs, without affecting the level of services in the year.
- 10 This reserve was created to partly mitigate the impact of the change to the Council Tax Benefit regime and the resulting cut in Government Grant.
- 11 This reserve has been established to address the financial risk of the impact of the Business rates being relocalised in April 2013 and the implementation of the 'safety net' arrangements. Under these arrangements the Council will only receive 'safety net' grant for shortfalls above £1.7m. This is a significant risk to the Council owing to the potential loss of Business rates income from unplanned shut downs at the Power Station.
- 12 This reserve was created to fund the reduction in Business Rates arising from the closure of the power station in 2014 and the continued impact of the power station operating at reduced capacity in future years. This reserve was transferred into the Business Rates Risk Reserve in 2014/15.
- 13 This reserve was created from an in-year under spend against the ring-fenced Public Health Grant. In accordance with the grant conditions a ring-fenced reserve has been created to support public health services in 2015/16.
- 14 This risk reserve is set aside to manage one-off risks in relation to Equal Pay/Equal Value claims.
- 15 This reserve was created from under spends against previous years Early Intervention Grant to support longer term funding changes for Early Intervention Services and Children's Social Care. The reserve will be utilised over the period of the MTFS with usage to be determined based on future need and impact of budget reductions.
- 16 This reserve was created as part of the 2013/14 MTFS to manage the risk of interest rates increasing and to ensure permanent saving built into the MTFS can be achieved if interest rates increase. This was approved by Council 14th February, 2013.
- 17 Created to fund protection costs arising from implementation of changes to Terms and Conditions.
- 18 This reserve was created towards improving School Attainment. Members will approve detailed Business Cases.
- 19 This reserve was created to fund the additional contributions required to support the Hartlepool Maritime Experience and work ongoing with the National Museum of the Royal Navy (NMRN).

SECTION 3 : Statement of Accounts

Note 28: Usable Reserves

- 20 This reserve was created to manage capital receipts risks, including the Jacksons Landing project. This reserve was approved by Council as part of the MTFS on 6th February, 2014.
- 21 This reserve was created as part of the 2013/14 MTFS approved by Council 4th February, 2013 and is earmarked to offset in year income shortfalls.
- 22 The Lotteries Reserve, which consists of the proceeds of the Civic Lottery and donations received, is an earmarked reserve and the investment income generated is used for grants and donations to local organisations.
- 23 This reserve was created from one-off funding to support Regeneration Priorities.
- 24 This reserve is to cover the costs of secure accommodation in 2015/16.
- 25 This reserve is earmarked to manage future financial risks on Trading Operations.
- 26 This reserve was approved by Finance & Policy Committee on 18 August 2014 as a contingency to support the 2015/16 budget position arising from clarification of the impact of the Better Care Fund.
- 27 This reserve is to be used by Members to support minor issues within their wards in 2015/16.
- 28 This amount was previously set to provide re-training of staff on the redeployment register. Council agreed on the 17th October, 2013 to use this reserve to provide Modern Apprenticeships. This amount will be used over the period of the MTFS.
- 29 The level of income is being affected by the continued weakness in the economy and this reserve has been created to cover this shortfall in income in the short term.
- 30 This was created to fund the impact of a higher pay award than budgeted.
- 31 The Museums Acquisition Reserve was set up to put monies aside for the acquisition of items for the Museum.
- 32 This reserve was created to fund costs in relation to this event and will be only be used if sponsorship for this event cannot be achieved.
- 33 This reserve was created to fund the 2014/15 cost of introducing the Hartlepool Living Wage.
- 34 This reserve was created to fund costs over more than one financial year in relation to apprentices.
- 35 This reserve is to cover the tri-annual cost of replacing Concessionary Fare passes.
- 36 This reserve was created to retain community centres in 2015/16 to provide a longer lead time to develop alternative funding/operational arrangements.
- 37 This reserve was created to fund one off costs of achieving ongoing accommodation savings as part of the MTFS.
- 38 This reserve has been created to provide a cash back fund for the completion of housing works in default.
- 39 This reserve had been created to fund any outstanding expenditure on New Deals for Communities.
- 40 This reserve was used in 2014/15 to mitigate the impact of change in the Council Tax Freeze.
- 41 This reserve has been established to manage the impact of schools becoming academies.
- 42 Reserve to manage the pension costs over 3 years as per actuaries estimate.
- 43 This reserve was created to Support Family Poverty in the town and mitigate the impact of the cut in grant paid towards the Local Council Tax Support Scheme.
- 44 This reserve has been established to meet Carbon Reduction Commitment liability.
- 45 An amount set aside to fund one off Business Transformation costs which will provide savings towards the MTFS.
- 46 This reserve was created to part fund a post in the Public Relations Section. This reserve was approved by Council on 6th February, 2014 as part of the MTFS.
- 47 To fund the Public Inquiry approved by Council.
- 48 The Capital Funding Reserve is earmarked to finance specific expenditure rephased to 2015/16.
- 49 These are capital receipts that will be used to finance capital expenditure in future years.
- 50 These are capital grants that will be used to finance capital expenditure in future years.

SECTION 3 : Statement of Accounts

Note 29: Unusable Reserves

The Unusable Reserves are shown below.

2013/14 £000s		2014/15 £000s	Table
37,610	Revaluation Reserve	44,350	1
223	Available for Sale Financial Instruments Reserve	197	2
144,599	Capital Adjustment Account	135,758	3
(90,717)	Pensions Reserve	(122,097)	4
7	Deferred Capital Receipts Reserve	7	5
287	Collection Fund Adjustment Account	2,512	6
(2,106)	Accumulated Absences Account	(1,415)	7
89,903		59,312	

Table 1 - Revaluation Reserve

The Revaluation 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:

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

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

2013/14 £000s			2014/15 £000s
37,192	Balance at 1 April		37,610
9,287	Upward revaluation of assets	11,681	
(3,381)	Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	(2,111)	
5,906	Surplus or (Deficit) on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services		9,570
(497)	Difference between fair value depreciation and historical cost depreciation	(655)	
(4,991)	Accumulated gains/(losses) on assets sold or scrapped	(2,175)	
(5,488)	Amount written off to the Capital Adjustment Account		(2,830)
37,610	Balance at 31 March		44,350

Table 2 - Available for Sale Financial Instruments Reserve

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

- revalued downwards or impaired and the gains are lost; or
- disposed of and the gains are realised.

2013/14 £000s			2014/15 £000s
257	Balance at 1 April		223
(34)	Upward/(downward) revaluation of investments not charged to the Surplus/Deficit on the Provision of Services		(26)
223	Balance at 31 March		197

SECTION 3 : Statement of Accounts

Note 29: Unusable Reserves

Table 3 -Capital Adjustment Account

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

The Account contains accumulated gains and losses on Investment Properties and gains recognised on donated assets that have yet to be consumed by the Council.

The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April, 2007, the date that the Revaluation Reserve was created to hold such gains. Note 5 provides details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

2013/14 £000s			2014/15 £000s
147,764	Balance at 1 April		144,599
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:		
(10,102)	- Charges for depreciation and impairment of non-current assets	(12,018)	
(1,085)	- Revaluation losses on Property, Plant and Equipment	(2,294)	
(2,968)	- Revenue expenditure funded from capital under statute	(2,032)	
(16,643)	- Amounts of non-current assets written off on disposal or sale as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	(11,937)	
(30,798)			(28,281)
5,488	Adjusting amounts written out of the Revaluation Reserve	2,830	
(25,310)	Net written out amount of the cost of non-current assets consumed in the year		(25,451)
	Capital financing applied in the year:		
1,773	- Use of the Capital Receipts Reserve to finance new capital expenditure	1,308	
	- Use of the Capital Receipts Reserve to repay prudential borrowing	561	
11,892	- Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	7,481	
44	- Application of grants to capital financing from the Capital Grants Unapplied Account	27	
4,630	- Statutory provision for the financing of capital investment charged against the General Fund	4,383	
3,612	- Direct revenue funding credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	2,753	
21,951			16,513
194	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement		97
144,599	Balance at 31 March		135,758

SECTION 3 : Statement of Accounts

Note 29: Unusable Reserves

Table 4 - Pensions Reserve

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

2013/14 £000s		2014/15 £000s
(122,578)	Balance at 1 April	(90,717)
39,396	Remeasurement of defined liability on pensions assets and liabilities	(25,776)
(16,563)	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(13,388)
9,028	Employer's pensions contributions and direct payments to pensioners payable in the year	7,784
(90,717)	Balance at 31 March	(122,097)

Table 5 - Deferred Capital Receipts Reserve

The Deferred Capital Receipts Reserve holds the gains recognised on the disposal of noncurrent assets but for which cash settlement has yet to take place. Under statutory arrangements, the Council does not treat these gains as usable for financing new capital expenditure until they are backed by cash receipts. When the deferred cash settlement eventually takes place, amounts are transferred to the Capital Receipts Reserve.

2013/14 £000s		2014/15 £000s
8	Balance at 1 April	7
(1)	Transfer to the Capital Receipts Reserve upon receipt of cash	-
7	Balance at 31 March	7

SECTION 3 : Statement of Accounts

Note 29: Unusable Reserves

Table 6 - Collection Fund Adjustment Account

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

2013/14 £000s		2014/15 £000s
740	Balance at 1 April	287
(453)	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	2,225
287	Balance at 31 March	2,512

Table 7 - Accumulated Absences Account

The Accumulated Absences Account absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year, e.g. annual leave entitlement carried forward at 31 March. Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.

There has been a marginal decrease in the accrual made for accumulated absences between 31 March, 2014 and 31 March, 2015, owing to staff carrying forward less annual leave than in the previous year.

2013/14 £000s		2014/15 £000s
(2,186)	Balance at 1 April	(2,106)
2,186	Settlement or cancellation of accrual made at the end of the preceding year	2,106
(2,106)	Amounts accrued at the end of the current year	(1,415)
80	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	691
(2,106)	Balance at 31 March	(1,415)

SECTION 3 : Statement of Accounts

Note 30: Related Party Transactions

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

Central Government

Central government has significant influence over the general operations of the Council – it is responsible for providing the statutory framework within which the Council operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (e.g. council tax bills, housing benefits). Grants received from government departments are set out in the subjective analysis in Note 7 on reporting for resources allocation decisions. Grant receipts outstanding at 31st March, 2015 are shown in Note 27.

Members

Members of the Council have direct control over the Council's Financial and Operating Policies. The total of Members' allowances paid in 2014/15 is shown in Note 11.

The Council pays grants and/or makes contractual payments to voluntary organisations where an individual Councillor(s) may sit on the voluntary organisation's management board e.g. Hartlepool Carers and Hartlepool Voluntary Development Agency. These interests are recorded in the declaration of interests completed by individual members. Details of these interests are recorded in the Register of Members' Interest, open to public inspection at the Civic Centre during office hours.

These payments are either funded from the Council's own resources, or specific grant secured by the Council. In many cases funding is allocated by officers under delegated budget management responsibility. Where the final funding decision is made by Councillors, which would either be individual policy committees or Council, this decision would be made on the basis of an officer report at a formal Committee / Council meeting. These reports, meetings and minutes are open to the public.

Officers

Members of the Corporate Management Team are required to provide an annual declaration of interest and to keep this under review during the year. All declarations have been reviewed. Only one declaration requires disclosing. The Chief Solicitor is a director of the Cleveland Fire Brigade Risk Management Services Community Interest Company. This is a non remunerated position.

SECTION 3 : Statement of Accounts

Note 30: Related Party Transactions

Other Public Bodies (subject to common control by central government)

The Council provides various support services, predominantly in relation to financial and legal services, to Cleveland Fire Authority for which it received income of £0.219m (£0.188m in 2013/14). In particular, the Council's Chief Solicitor holds the position of Legal Advisor and the Chief Finance Officer holds the position of Treasurer.

The Council continues to provide a range of support services to Housing Hartlepool such as Building Cleaning. The income from these services amounted to £0.347m (£0.432m in 2013/14) which represented the cost of the service provided. In addition, Housing Hartlepool manage domestic properties on the Council's behalf for which the Council paid Housing Hartlepool a management fee of £0.035m (£0.048m in 2013/14).

The Council provides a range of Support Services to Hartlepool Academies, including Property Services, ICT, Building Cleaning and School Catering. The income from the services amounted to £2.105m, (£0.855m in 2013/14).

Other

The Council holds minority shares in Durham Tees Valley Airport Ltd and SITA Tees Valley Ltd.

The value of shares held by the Council in Durham Tees Valley Airport Limited (formerly Teesside International Airport) is nil based on a shareholding of 1.08%. The value has been determined with reference to the net worth of the company, which is negative as per their latest accounts for the financial year ending 31st March, 2014. The shareholding was valued at £0.025m in the previous financial year.

Issues of note include a loss on the Profit and Loss Account of £3.899m (previous year profit of £3.873m) and a net asset position of £1.733m (previous year £2.344m). Further information and copies of their accounts are available from their Registered Office – Liverpool John Lennon Airport, Liverpool, L24 1YD.

In addition, the Council holds shares in SITA Tees Valley Limited, (formerly Cleveland Waste Management) with a value of £0.197m, equating to 16.5% of a £1.194m preference shareholding in the company. SITA Tees Valley Limited have produced accounts for the financial year to 31 December, 2014, that includes a profit on the Profit and Loss Account of £6.305m (previous year profit of £2.257m) and a net asset position of £40.500m (previous year £34.195m). Further information on their accounts is available from the Registered Office, SITA House, Grenfell Road, Maidenhead, Berkshire, SL6 1ES. The partner of one of our members is a Director of SITA, this has been properly disclosed in the Register of Member interests.

The Council has not produced group accounts on the grounds of materiality.

SECTION 3 : Statement of Accounts

Note 31: Trading Operations

Following the abolition of Compulsory Competitive Tendering, the Council is no longer required to maintain statutory DSO trading accounts. The Council previously determined to maintain separate trading accounts for these operations. The (surplus)/deficit of each trading account is contained within the appropriate service of the net cost of services and totals £0.634m surplus in 2014/15 (£0.092m deficit in 2013/14).

2013/14 (Surplus) / Deficit £000s	Internal Trading Operations	Expenditure	2014/15 Income	(Surplus) / Deficit
		£000s	£000s	£000s
137	Catering	243	(213)	30
(37)	Building Maintenance	4,192	(4,368)	(176)
(74)	Highways Works	2,306	(2,526)	(220)
59	Integrated Transport Unit (ITU)	-	-	-
-	Fleet & Garage	2,966	(3,270)	(304)
-	Passenger Transport	975	(1,012)	(37)
8	Building Cleaning	2,336	(2,326)	10
(1)	School Catering	3,615	(3,616)	(1)
-	Community Housing	816	(816)	-
-	Garden Centre	186	(122)	64
92		17,635	(18,269)	(634)

Catering - provision of catering at Council venues, including the Inspirations Coffee House. A number of venues have closed in 2014/15.

Building Maintenance - repairs and maintenance to all Council buildings. Capital works and external work, including school works, are subject to competitive tendering.

Highways Works - works to roads, street lighting and gullies within the Borough. The surplus reported is owing to additional essential maintenance works required in year which generated additional income.

Integrated Transport Unit (ITU) - this has now been split into two separate trading accounts, Fleet & Garage and Passenger Transport. Fleet & Garage provide all vehicles for provision of Council Services e.g. Refuse Vehicles and undertake external work in relation to MOTs, servicing and repairs to members of the public and businesses in the area. Passenger Transport provides transport services to Schools and external customers.

Building Cleaning - cleaning of all Council buildings. Some external work which was subject to competitive tendering e.g. Vela Group or in the case of Schools Buy Back Arrangements.

School Catering - provision of school meals to schools within the Borough. This is subject to a Buy Back Arrangement.

Community Housing - relates to newly built community housing and empty properties purchased by the Council and brought back in to use in 2014/15. The properties are managed by the Council and the Secretary of State granted the Council an exclusion under section 74(3)d of the Local Government and Housing Act 1989 from operating a Housing Revenue Account (HRA). The position reported includes a contribution to the Major Repairs Reserve of £254k in accordance with the approved business case for the scheme.

Garden Centre - 2014/15 is the first year of trading for the Garden Centre. This was previously a nursery used by the in-house grounds maintenance service and this has been expanded to form a new retail facility. The deficit reported reflects the fact that this is the first year of trading. Expenditure reported includes some one-off set up costs and the income reported reflects the introduction of new stock lines which were only added part way through the year.

The above figures reflect the actual cost of running the services which are used as the basis for charges to service users.

SECTION 3 : Statement of Accounts

Note 32: External Audit Costs

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

2013/14 £000s		2014/15 £000s
145	Fees payable in respect of external audit services carried out by the appointed auditor for the year	145
(16)	Rebate on previous years Audit Fee	(12)
14	Fees payable for the certification of grant claims and returns for the year	18
143		151

Note 33: Dedicated Schools Grant

The Council's expenditure on schools is primarily funded by grant monies provided by the Department for Education through the Education Funding Agency (EFA), the Dedicated Schools Grant (DSG). During the 2014/15 financial year, 2 primary schools, and 2 secondary school converted to academy status. The EFA recouped the funding for all existing and new academies in the council's area. DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools Budget, as defined in the School and Early Years Finance (England) Regulations 2013. The Schools Budget includes elements for a range of educational services provided on an authority-wide basis and for the Individual Schools Budget, which is divided into a budget share for each maintained school.

Details of the deployment of DSG receivable for 2014/15 are as follows: -

	Central Expenditure £000s	Individual Schools Budget £000s	Total £000s
Final DSG for 2014/15 before Academy recoupment			76,013
Academy figure recouped for 2014/15			(17,676)
Total DSG after academy recoupment for 2014/15			58,337
Plus: Brought Forward from 2013/14			1,739
Less: Carry forward to 2015/16 agreed in advance			-
Agreed Initial Budget Distribution in 2014/15	8,269	51,807	60,076
In Year Adjustments	(2,347)	2,347	-
Final Budget Distribution for 2014/15	5,922	54,154	60,076
Less: Actual Central Expenditure	(4,427)		(4,427)
Less: Actual Individual Schools Budget Deployed to Schools		(54,063)	(54,063)
Plus: Local authority contribution for 2014/15	-	-	-
Carried forward to 2015/16	1,495	91	1,586

SECTION 3 : Statement of Accounts

Note 34: Operating Leases

The Council has acquired a number of administrative buildings and its fleet of vehicles by entering into operating leases, with typical lives of five years for vehicles and eight years for property. The future minimum lease payments due under non-cancellable leases in future years are:

Council as lessee

2013/14 £000s	Future minimum lease payments due	2014/15 £000s
281	Not later than one year	228
389	Later than one year & not later than five years	240
791	Later than five years	747
<u>1,461</u>		<u>1,215</u>

Council as lessor

2013/14 £000s	Future minimum lease payments receivable	2014/15 £000s
146	Not later than one year	405
194	Later than one year & not later than five years	985
896	Later than five years	1,028
<u>1,236</u>		<u>2,418</u>

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

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

The Council has sub-let some of the office accommodation held under these operating leases. At 31 March, 2015 the minimum payments expected to be received under non-cancellable sub-leases was £0.015m (£0.031m as at 31 March, 2014). Where appropriate the value of these leases are shown in the Investment Property note.

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

2013/14 £000s		2014/15 £000s
	Payments recognised as an expense	
438	Minimum lease payments	396
(171)	Sub-lease payments	(181)
<u>267</u>	Total	<u>215</u>

SECTION 3 : Statement of Accounts

Note 35: Finance Leases

The Council has acquired its IT and telecommunications equipment under finance leases. The assets acquired under these leases are carried as Property, Plant and Equipment in the Balance Sheet at the following net amounts:

Council as lessee

2013/14 £000s		2014/15 £000s
	Value of Assets held under Finance Leases	
56	Vehicles, plant & equipment	230
56	Total	230

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

2013/14 £000s		2014/15 £000s
	Future minimum lease payments due	
13	Current	52
45	Non-current	178
6	Finance costs payable in the future	32
64	Total minimum lease payments	262

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

2013/14			2014/15	
Minimum Lease Payments £000s	Finance Lease Liabilities £000s		Minimum Lease Payments £000s	Finance Lease Liabilities £000s
13	11	Payable:	64	52
51	45	No later than one year	198	178
		Later than one year & not later than five years		
64	56	Total	262	230

SECTION 3 : Statement of Accounts

Note 36: Capital Expenditure and Financing

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

2013/14 £000s		2014/15 £000s
90,542	Brought Forward Opening Capital Financing Requirement	92,236
	Capital investment	
19,103	Property, Plant and Equipment	16,312
1,574	Investment Properties	29
-	Heritage Assets	69
2,968	Revenue Expenditure Funded from Capital under Statute	2,032
-	Long Term Debtors	262
	Sources of Finance	
(1,773)	Capital receipts	(1,308)
-	Application of Capital Receipts to Repay Borrowing	(561)
(11,936)	Government Grants and Other Contributions	(7,508)
	<i>Sums set aside from revenue:</i>	
(3,612)	Direct Revenue Contributions	(2,753)
(4,630)	Minimum Revenue Position (MRP)	(4,383)
<u>92,236</u>	Closing Capital Financing Requirement	<u>94,427</u>
	Explanation of movements in year	
-	Application of Capital Receipts to Repay Borrowing	(561)
56	Assets acquired under Finance Lease	185
203	Increase in borrowing supported by government financial assistance	-
6,066	Increase in borrowing unsupported by government financial assistance	6,950
(4,630)	Minimum Revenue Provision (MRP)	(4,383)
<u>1,695</u>	Increase/(decrease) in Capital Financing Requirement	<u>2,191</u>

SECTION 3 : Statement of Accounts

Note 37: Financial Instruments

Categories of Financial Instruments

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

31 March 2014			31 March 2015	
Long Term £000s	Current £000s		Long Term £000s	Current £000s
		Investments		
-	27,365	Loans and receivables - Principal Amount	-	55,323
-	12,800	Liquidity Accounts included in Cash Equivalents	-	12,930
-	40,165	Loans and receivables at Amortised Cost	-	68,253
222	-	Available-for-sale financial assets *	197	-
222	40,165	Total Investments	197	68,253

* Includes Tees Valley Airport Shares which are valued at zero in 2014/15 (£0.025m in 2013/14).

The carrying value of the Council's investment with Durham Tees Valley Airport (Note 18) has been determined from the Council's 1.08% shareholding and the net worth of the company as per the latest audited accounts.

		Debtors		
-	6,638	Loans and receivables (Trade Debtors and General and Other Debtors)	-	7,073
-	6,638	Total debtors	-	7,073

		Borrowings		
54,399	557	Financial liabilities at amortised cost	80,019	4,448
54,399	557	Total Borrowings	80,019	4,448

		Other Long Term Liabilities		
-	45	Finance lease liabilities	178	-
-	45	Total Other Long Term Liabilities	178	-

		Creditors		
-	9,252	Financial liabilities carried at contract amount (Trade Creditors and General and Other Creditors)	-	7,369
-	9,252	Total Creditors	-	7,369

SECTION 3 : Statement of Accounts

Note 37: Financial Instruments

Income, Expense, Gains and Losses

This note comprises details of income, expenses and revaluation losses that relate specifically to financial instruments. Interest expense, interest income and gains or losses on revaluations are included along with other non financial instrument related income and expenditure within the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement. During 2014/15 there were no reclassifications or derecognitions of Financial Instruments.

	2014/15				
	Financial Liabilities measured at amortised cost	Finance Lease Payments	Financial Assets: Loans and receivables	Financial Assets: Available for sale	Total
	£000s	£000s	£000s	£000s	£000s
Interest expense	2,368	3	-	-	2,371
Interest income	-	-	(339)	-	(339)
(Gain) / Loss on revaluation	-	-		26	26
Net (gain)/loss for the year	2,368	3	(339)	26	2,058

	2013/14				
	Financial Liabilities measured at amortised cost	Finance Lease Payments	Financial Assets: Loans and receivables	Financial Assets: Available for sale	Total
	£000s	£000s	£000s	£000s	£000s
Interest expense	2,138	35	-	-	2,173
Interest income	-	-	(192)	-	(192)
(Gain) / Loss on revaluation	-	-	-	34	34
Net (gain)/loss for the year	2,138	35	(192)	34	2,015

SECTION 3 : Statement of Accounts

Note 37: Financial Instruments

Fair Values of Assets and Liabilities

Financial liabilities (i.e. loans and long-term creditors) and financial assets (i.e. receivables and long-term debtors) are carried in the Balance Sheet at amortised cost, this is known as the carrying value. Their fair value represents the breakage costs of early redemption based on market parameters applying at the balance sheet date. The difference between the two represents the potential profit or loss of disposal of the debt or investment at the balance sheet date.

Fair value can be assessed by calculating the present value of the cash flows that take place over the remaining life of the instruments, using the following assumptions:

- estimated ranges of interest rates at 31 March, 2015 of 0.27% to 2.21% for loans from the Public Works Loan Board and 2.16% for other loans receivable and payable, based on the Public Works Loan Board premature repayment rates for equivalent loans at that date,
- no early repayment or impairment is recognised,
- where an instrument will mature in the next 12 months the carrying amount is assumed to approximate fair value,
- the fair value of trade and other receivables is taken to be the invoiced or billed amount.

The fair values are calculated as follows:

31 March 2014				31 March 2015	
Carrying Amount	Fair Value			Carrying Amount	Fair Value
£000s	£000s			£000s	£000s
Financial Liabilities					
45,383	41,571	Market Loans		45,383	73,194
8,010	9,846	Public Works Loan Board		37,521	44,899
1,563	1,531	Non-Market Loans*		1,563	1,563
9,252	9,252	Trade Creditors and General and Other Creditors		7,369	7,369

* The non-market loan relates to a 0% two year loan from Tees Valley Unlimited to purchase Jackson's Landing. It is envisaged that this loan will be repaid from the sale proceeds from the redevelopment of this site. To manage the potential risk that this redevelopment is not complete before the loan repayment date, the Council has earmarked one-off resources of £0.9m at 31 March 2015.

The fair value of market loans is higher than the carrying amount because the Council has a portfolio of market loans where the interest rate payable is higher than the prevailing rates at the balance sheet date. The fair value for PWLB loans is also greater than the carrying value as the rate of interest payable on these loans is greater than the current market rates.

31 March 2014				31 March 2015	
Carrying Amount	Fair Value			Carrying Amount	Fair Value
£000s	£000s			£000s	£000s
Loans and receivables					
40,165	40,165	Money market loans maturing within 1 year		68,253	68,253
6,638	6,638	Trade Debtors and General and Other Debtors		7,073	7,073

The fair value of the assets is equal to the carrying amount because the Council's portfolio of investments only includes short term fixed deposits and instant access liquidity accounts where the current value is considered to be representative of fair value as at the balance sheet date.

SECTION 3 : Statement of Accounts

Note 38: Nature and Extent of Risks Arising from Financial Instruments

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

- market risk – the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates and stock market movements.
- credit risk – the possibility that other parties might fail to pay amounts due to the Council.
- liquidity risk – the possibility that the Council might not have funds available to meet its commitments to make payments.
- re-financing risk - the possibility that the Council might be required to renew a financial instrument on maturity at disadvantageous interest rates or terms.

The Council's overall risk management procedures focus on the unpredictability of financial markets, and are structured to implement suitable controls to minimise these risks. The procedures for risk management are set out through a legal framework in the Local Government Act 2003 and associated regulations. These require the Council to comply with the CIPFA Prudential Code, the CIPFA Code of Practice on Treasury Management in the Public Services and Investment Guidance issued through the Act. Overall, these procedures require the Council to manage risk in the following ways:

- by formally adopting the requirements of the CIPFA Treasury Management Code of Practice;
- by the adoption of a Treasury Policy Statement and treasury management clauses within its financial regulations/standing orders/constitution;
- by approving annually in advance prudential and treasury indicators for the following three years limiting:
 - The Council's overall borrowing;
 - Its maximum and minimum exposures to the maturity structure of its debt;
 - Its maximum and minimum exposures to fixed and variable rates;
 - Its maximum annual exposures to investments maturing beyond a year.
- by approving an investment strategy for the forthcoming year setting out its criteria for both investing and selecting investment counterparties in compliance with the Government Guidance.

The annual treasury management strategy which incorporates the prudential indicators was approved by Council on 6th February, 2014 and is available on the Council website. The key issues within the strategy were:

- the Authorised Limit for the 2014/15 was set at £125m. This is the maximum limit of external borrowings or other long term liabilities;
- The Operational Boundary was expected to be £115m. This is the expected level of debt and other long term liabilities during the year
- the maximum amounts of gross fixed interest rate exposure for borrowing and investments was set at £115m and £60m respectively.
- the maximum amount of gross variable interest rate exposure for borrowing and investments was set at £85m and £30m respectively.

These items are reported with the annual Treasury Management strategy which outlines the detailed approach to managing risk in relation to the Council's financial instrument exposure. Actual performance is also reported annually to Councillors. The Council has now extended the role of the Audit Committee to include the scrutiny of treasury activities.

Credit Risk

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

SECTION 3 : Statement of Accounts

Note 38: Nature and Extent of Risks Arising from Financial Instruments

This risk is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's and Standard & Poors Ratings Services. The Annual Investment Strategy also imposes a maximum amount and time to be invested with a financial institution located within each category. Deposits are not made with banks and financial institutions unless they meet the minimum requirements of the investment criteria outlined above. The Council now operates a very restricted counterparty list which is actively managed to reflect continued developments in the banking and financial sector.

The Investment Strategy for 2014/15 was approved by Full Council on the 6th February, 2014 and is available on the Council's website.

Customers for goods and services are assessed, taking into account their financial position, past experience and other factors, with individual credit limits being set in accordance with internal ratings in accordance with parameters set by the Council.

The Council's maximum exposure to credit risk in relation to its investments in banks and building societies of £20.929m cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of irrecoverability applies to all of the Council's deposits, however there was no evidence at the 31st March 2015 that this was likely to crystallise.

No credit limits were exceeded during the reporting period and the Council does not expect any losses from non-performance by any of its counterparties in relation to deposits.

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

Estimated maximum exposure at 31 March 2014 £000s		Amount at 31 March 2015 £000s	Historical experience of default %	Adjustment for market conditions at 31 March 2015 %	Estimated maximum exposure to default at 31 March 2015 £000s
723	Trade Debtors & General and Other Debtors	7,073	9.69%	0.00%	685
723					685

The historical experience of default is calculated with reference to the outstanding debt balance, rather than as a percentage of income generated in the year.

The Council does not generally allow credit for customers, such that £1.509m of the £7.073m balance is past its due date for payment. The past due but not impaired amount can be analysed by age as follows:

SECTION 3 : Statement of Accounts

Note 38: Nature and Extent of Risks Arising from Financial Instruments

31 March 2014 £000s		31 March 2015 £000s
542	Less than three months	551
141	Three to six months	286
88	Six months to one year	185
305	More than one year	487
1,076		1,509

Liquidity Risk

The Council has a comprehensive cash flow management system that seeks to ensure that cash is available as needed. If unexpected movements happen, the Council has ready access to borrowings from the money markets and the Public Works Loans Board. There is no significant risk that it will be unable to raise finance to meet its commitments under financial instruments. Instead, the risk is that the Council will be bound to replenish a significant proportion of its borrowings at a time of unfavourable interest rates. The Council sets limits on the maturity structure of its fixed rate borrowing during specified periods. The limits have been set to enable maximum flexibility as experience has shown it is possible to move from 100% long term borrowing to 100% short term borrowing and then back to 100% long term borrowing over a period of two years. Therefore the lower limit was set to nil and the upper limit to £115m, equal to the operational boundary.

The maturity structure of financial liabilities (borrowing and finance leases) at the year end was as follows:

31 March 2014 £000s		31 March 2015 £000s
164	Less than one year	4,112
2,113	Between one and five years	9,842
742	Between five and ten years	6,243
875	Between ten and fifteen years	2,066
635	Between fifteen and twenty years	1,735
459	Between twenty and twenty-five years	1,784
483	Between twenty-five and thirty years	1,964
592	Between thirty and thirty-five years	2,350
725	Between thirty-five and forty years	6,185
2,270	Between forty and forty-five years	2,395
45,505	More than forty-five years	45,455
54,563		84,131

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

Market Risk

Interest Rate Risk

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

- borrowings at variable rates – the interest expense charged to the Surplus or Deficit on the Provision of Services will rise
- borrowings at fixed rates – the fair value of the liabilities borrowings will fall
- investments at variable rates – the interest income credited to the Surplus or Deficit on the Provision of Services will rise
- investments at fixed rates – the fair value of the assets will fall.

SECTION 3 : Statement of Accounts

Note 38: Nature and Extent of Risks Arising from Financial Instruments

Borrowings are not carried at fair value, so nominal gains and losses on fixed rate borrowings would not impact on the Surplus or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure. However, changes in interest payable and receivable on variable rate borrowings and investments will be posted to the Surplus or Deficit on the Provision of Services and affect the General Fund Balance. Movements in the fair value of fixed rate investments that have a quoted market price will be reflected in Other Comprehensive Income and Expenditure.

A large proportion of the Council's long term borrowing (£45m) is held in the form of LOBO (Lender Option Borrower Option) loans from the money markets. These loans are subject to periodic "calls" from the lender. Where the lender decides to "call" a loan, they increase the interest rate of the loan and the Council then has the opportunity to accept the increased rate or to repay the loan. In accordance with the Code of Practice, the Council's LOBOs are included in the maturity analysis according to the end date of the loan rather than when the next call date falls.

The Council's view is that the risk of these loans being called is very low and there is therefore minimum refinancing risk owing to low current market rates. The Council manages this risk through the Treasury Management Strategy.

The view of the Chief Finance Officer is that limits on fixed and variable rates of borrowings are unhelpful and could lead to unnecessary higher cost of borrowing. Previous experience has shown that it is possible to move from a position of predominantly fixed rate borrowing to variable rate borrowing and then back to fixed rate borrowing over a period of two years. The intention is to move to fixed rate borrowing when rates are at an appropriate level and may require the use of variable rate borrowing in the interim. The Council has maximised the use of its balances to defer borrowing and avoid the risk of default on investments.

According to this assessment strategy, at 31st March, 2015, if interest rates had been 1% higher with all other variables held constant, the financial effect would be:

	<u>£000s</u>
Increase in interest payable on borrowings	845
Increase in interest receivable on variable rate investments	<u>(683)</u>
Impact on Surplus or Deficit on the Provision of Services	<u>162</u>
Decrease in fair value of fixed rate borrowings liabilities (no impact on the Surplus or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure)	<u><u>(22,778)</u></u>

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

Price Risk

The Council does not invest in equity shares and is consequently not exposed to losses arising from movements in the prices of the shares.

Foreign Exchange Risk

The Council has no financial assets or liabilities denominated in foreign currencies and thus has no exposure to loss arising from movements in exchange rates.

Collateral Risk

During the reporting period the Council held no collateral as security and is therefore not exposed to losses arising from this risk.

SECTION 3 : Statement of Accounts

Note 39: Cash Flow Statement - Operating Activities

The cash flows for operating activities include the following items:

2013/14 £000s		2014/15 £000s
188	Interest Received	321
(2,147)	Interest Paid	(2,250)

Note 40: Cash Flow Statement - Adjustments for non-cash movements

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

2013/14 £000s		2014/15 £000s
9,025	Depreciation	9,228
2,162	Impairment and Downward Valuations	5,084
(194)	Downward / (Upward) Valuation of Investment Property	(97)
2,193	Increase / (Decrease) in Provisions	(1,439)
(485)	Increase / (Decrease) in Creditors	(1,100)
(76)	(Increase) / Decrease in Debtors	(1,773)
(24)	(Increase) / Decrease in Inventories	31
7,535	Pension Liability	5,604
16,643	Carrying amount of Non-Current Assets Sold	11,937
36,779		27,475

Note 41: Cash Flow Statement - Adjustments for Investing and Financing Activities

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

2013/14 £000s		2014/15 £000s
(11,927)	Capital Grants credited to surplus or deficit on the provision of services	(7,470)
(1,789)	Proceeds from the Sale of Property, Plant and Equipment and Investment Property	(2,934)
(13,716)		(10,404)

Note 42: Cash Flow Statement - Investing Activities

2013/14 £000s		2014/15 £000s
(22,277)	Purchase of Property, Plant and Equipment and Investment Property	(17,561)
(3,350)	Purchase of Short-term and Long-term Investments	(27,940)
(5)	Other Payments for Investing Activities	(355)
1,789	Proceeds from the sale of property, plant and equipment, investment property	2,934
10,565	Other Receipts from Investing Activities	4,557
(13,278)	Net cash flows from investing activities	(38,365)

SECTION 3 : Statement of Accounts

Note 43: Cash Flow Statement - Financing Activities

2013/14 £000s		2014/15 £000s
3,628	Cash receipts of short-term and long-term borrowing	29,522
1,362	Council Tax and NNDR adjustment	1,026
(154)	Cash payments for the reduction of the outstanding liabilities relating to finance leases	(11)
(98)	Repayments of short and long-term borrowing	(129)
4,738	Net cash flows from financing activities	30,408

Note 44: Pensions Schemes Accounted for as Defined Contribution Schemes

Teachers employed by the Council are members of the Teachers' Pension Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education. The Scheme provides teachers with specified benefits upon their retirement, and the Council contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

This is a defined benefit scheme. Although the scheme is unfunded, Teachers' Pensions use a notional fund as the basis for calculating employers' contribution rate paid by local authorities. The last valuation was completed as at 31st March 2012.

The scheme has in excess of 3,700 participating employers and consequently the Council is not able to identify its share of the underlying financial position and performance of the scheme with sufficient reliability for accounting purposes. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme. As a proportion of the total contributions into the Teachers' Pension Scheme during the year ending 31st March 2015, the Council's own contributions equate to approximately 0.06%.

The Council's contribution to the Teacher's Pension Scheme in 2014/15 amounted to £3.17m (£3.88m in 2013/14) which represented 14.1% of pensionable pay (14.1% in 2013/2014). There were no contributions remaining payable at the year-end. The contributions due to be paid in the next financial year are estimated to be £3.3m.

The Council is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These benefits are fully accrued in the Pensions Liability relating to the Local Government Pension Scheme.

The Council is not liable to the scheme for any other entities obligations under the plan.

Public Health staff employed by the Council are members of the NHS Pensions Scheme, administered by the NHS Business Services Authority. The Scheme provides employees with specified benefits upon their retirement, and the Council contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

This is a defined benefit scheme. Although the scheme is unfunded, it is subject to a full actuarial valuation. The latest valuation was undertaken as at 31st March 2012 and determined current contribution rates for employers and scheme members. The scheme has in excess of 9,000 employing bodies and it is not possible for the Council to identify a share of underlying liabilities in the scheme attributable to its own employees. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme. As a proportion of the total contributions into the NHS Pension Scheme during the year ending 31st March 2015, the Council's own contributions equate to approximately 0.0003%.

The Council's contribution to the NHS Pension Scheme in 2014/15 amounted to £0.034m (£0.04m in 2013/2014) which represented 14.0% of pensionable pay (14.0% in 2013/2014). There were no contributions remaining payable at the year-end. The contributions due to be paid in the next financial year are estimated to be £0.034m.

The Council is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the NHS scheme. These benefits are fully accrued in the Pensions Liability relating to the Local Government Pension Scheme.

The Council is not liable to the scheme for any other entities obligations under the plan.

SECTION 3 : Statement of Accounts

Note 45: Defined Benefit Pension Schemes

Participation in Pension Schemes

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

The Council participates in The Local Government Pension Scheme, administered locally by Middlesbrough Council – this 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 pensions liabilities with investment assets.

The Pension Scheme is operated under the regulatory framework for the Local Government Pension Scheme and the governance of the scheme is the responsibility of the pensions committee of the Pensions and Investments Panel. This panel has plenary powers to make decisions without reference to Middlesbrough Council and acts in a similar manner to the Board of Trustees of a private sector pension fund. Policy is determined in accordance with the Pension Fund Regulations.

The Panel consists of representatives from the councils in the former Cleveland County area as well as representatives from the Trades Unions.

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

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

Transactions Relating to Post-employment Benefits

We recognise 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, so the real cost of post employment/retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

	Local Government Pension Scheme		Discretionary Benefit Arrangements		Total	
	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s
Comprehensive Income and Expenditure Statement						
Cost of Services:						
Current Service cost	11,267	9,338	-	-	11,267	9,338
Past Service Costs (inc. curtailments)	99	315	-	-	99	315
Financing and Investment Income and Expenditure:						
Net Interest Expense	4,657	3,171	540	564	5,197	3,735
Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	16,023	12,824	540	564	16,563	13,388
Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement:						
Remeasurement of the net defined benefit liability:						
Return on plan assets (excluding amount in net interest expense)	(1,484)	(17,494)	-	-	(1,484)	(17,494)
Actuarial (gains) and losses arising from changes in financial assumptions	(9,372)	45,376	3	561	(9,369)	45,937
Actuarial (gains) and losses arising from changes in demographic assumptions	18,083	-	1,273	-	19,356	-
Actuarial (gains) and losses owing to liability experience	(47,853)	(2,512)	(46)	(155)	(47,899)	(2,667)
Total Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement	(24,603)	38,194	1,770	970	(22,833)	39,164

SECTION 3 : Statement of Accounts

Note 45: Defined Benefit Pension Schemes

Movement in Reserves Statement

Reversal of net charges made to the Surplus or Deficit for the Provision of Services for post employment benefits in accordance with the Code	(16,023)	(12,824)	(540)	(564)	(16,563)	(13,388)
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Actual amount charged against the General Fund Balance for pensions in the year:

Employers' contribution payable to scheme	8,112	6,863			8,112	6,863
Retirement Benefits payable to pensioners			916	921	916	921

Pension 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:

	Local Government Pension Scheme		Discretionary Benefit Arrangements		Total	
	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s
Fair value of plan assets	(352,593)	(380,002)	-	-	(352,593)	(380,002)
Present value of the defined benefit obligation	(429,739)	(488,479)	(13,571)	(13,620)	(443,310)	(502,099)
Net liability arising from defined benefit obligation	(77,146)	(108,477)	(13,571)	(13,620)	(90,717)	(122,097)

Reconciliation of Movements in the Fair Value of Scheme (Plan) Assets

	Local Government Pension Scheme		Discretionary Benefit Arrangements		Total	
	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s
Opening fair value of assets	(339,349)	(352,593)	-	-	(339,349)	(352,593)
Interest Income on assets	(14,868)	(15,056)	-	-	(14,868)	(15,056)
Remeasurement gains/(losses):						
Return on plan assets (excl amount in net interest)	(1,484)	(17,494)	-	-	(1,484)	(17,494)
Contributions by the employer	(8,112)	(6,863)	(916)	(921)	(9,028)	(7,784)
Contributions by participants	(2,945)	(2,966)	-	-	(2,945)	(2,966)
Net benefits paid out	14,165	14,970	916	921	15,081	15,891
Closing fair value of assets	(352,593)	(380,002)	-	-	(352,593)	(380,002)

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

	Local Government Pension Scheme		Discretionary Benefit Arrangements		Total	
	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s	2013/14 £000s	2014/15 £000s
Opening balance at 1 April	(449,210)	(429,739)	(12,717)	(13,571)	(461,927)	(443,310)
Current Service Cost	(11,267)	(9,338)	-	-	(11,267)	(9,338)
Interest Cost	(19,525)	(18,227)	(540)	(564)	(20,065)	(18,791)
Contributions from scheme participants	(2,945)	(2,966)	-	-	(2,945)	(2,966)
Remeasurement gains/(losses):						
Actuarial gains and (losses) on liabilities - financial assumptions	9,372	(45,376)	(3)	(561)	9,369	(45,937)
Actuarial gains and (losses) on liabilities - demographic assumptions	(18,083)	-	(1,273)	-	(19,356)	-
Actuarial gains and (losses) on liabilities - experience	47,853	2,512	46	155	47,899	2,667
Past Service Costs (inc. curtailments)	(99)	(315)	-	-	(99)	(315)
Benefits paid	14,165	14,970	916	921	15,081	15,891
Closing present value of assets	(429,739)	(488,479)	(13,571)	(13,620)	(443,310)	(502,099)

SECTION 3 : Statement of Accounts

Note 45: Defined Benefit Pension Schemes

Local Government Pension Scheme Assets

The Local Government Pension Scheme's assets comprised:

	2013/14 £'000	Quoted 2014/15 £'000	Unquoted 2014/15 £'000	2014/15 £000s
Equity investments	285,600	313,122	6,080	319,202
Property	18,335	3,040	21,280	24,320
Government Bonds	6,699	6,460	-	6,460
Corporate Bonds	16,219	12,920	-	12,920
Cash	18,335	9,500	-	9,500
Other Investments	7,405	5,700	1,900	7,600
	352,593	350,742	29,260	380,002

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. Both the Local Government Pension Scheme and discretionary benefits liabilities have been assessed by Aon Hewitt Limited, an independent firm of actuaries, estimates for the Council Fund being based on the latest full valuation of the scheme as at 31st March 2013.

FRS102 (the new UK GAAP) will replace FRS17 Retirement benefits for accounting periods on or after 1st January 2015 so will come into effect for the year ended 31st March 2016. The expected return on assets as at the accounting date is used to calculate the expected return on assets over the year following the accounting date. As next year's accounting period begins after 1st January 2015, these assumptions will never be used so instead under this new standard the expected return on assets will be set equal to the discount rate at the start of the year i.e. 1st April 2015, which is 3.2%.

Principal assumptions used by the actuary have been:

	Local Government Pension Scheme		Discretionary Benefit Arrangements	
	2013/14	2014/15	2013/14	2014/15
Long-term expected rate of return on assets in the scheme:				
Equities	7.6%	3.2%	-	-
Property	6.9%	3.2%	-	-
Government Bonds	3.4%	3.2%	-	-
Corporate Bonds	4.0%	3.2%	-	-
Cash	0.9%	3.2%	-	-
Other	7.6%	3.2%	-	-
Mortality assumptions:				
Longevity at 65 for current pensioners:				
Men	22.9	23.0	22.9	23.0
Women	25.4	25.5	25.4	25.5
Longevity at 65 for future pensioners:				
Men	25.1	25.2	-	-
Women	27.7	27.8	-	-
Other assumptions:				
Rate of inflation - RPI	3.4%	2.9%	3.4%	2.9%
Rate of inflation - CPI	2.4%	1.8%	2.4%	1.8%
Rate of general increase in salaries	3.9%	3.3%	0.0%	-
Rate of increase in pensions - deferred and pensions in payment	2.4%	1.8%	2.4%	1.8%
Rate for discounting scheme liabilities	4.3%	3.2%	4.3%	3.2%

SECTION 3 : Statement of Accounts

Note 45: Defined Benefit Pension Schemes

Sensitivity Analysis

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out in the table above.

The sensitivity analysis below has been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all other assumptions remain constant.

The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme, i.e.. on an actuarial basis using the projected unit credit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

LGPS Funded Benefits Only	Impact on Defined Benefit Obligation in the Scheme	
	Increase in Assumption £000s	Decrease in Assumption £000s
Adjustment to Discount rate (+/- 0.1%)	9,148	9,323
Adjustment to Salary increase rate (+/- 0.1%)	2,502	2,475
Adjustment to Pension increase rate (+/- 0.1%)	7,172	7,060
Adjustment to Longevity (decrease/increase 1 year)	12,908	12,908

Impact on the Council's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The current funding level of the scheme is 101%. Funding levels are monitored on an annual basis. The next triennial valuation is due to be completed on 31 March 2016.

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

The Council anticipated to pay £7.703m expected contributions to the scheme in 2015/16.

The weighted average duration of the defined benefit obligation for scheme members is 18.8 years in 2014/15 (18.0 years in 2013/14).

SECTION 3 : Statement of Accounts

Note 46: Contingent Liabilities

These refer to either: a possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the Council's control, or; a present obligation arising from past events where it is not probable that a transfer of economic benefits will be required or the amount of the obligation cannot be measured with sufficient reliability.

In 2014/15 the contingent liabilities are as follows:

- In 1989 the Council gave a loan guarantee of £3m to North Housing Association (now Home Housing Association) for sums borrowed on the money markets that would come into operation should the housing association default on the loan terms. Provision is included in the agreement for any such payments to be secured on North Housing Association property. It is anticipated that this guarantee will exist until the loan is repaid in 2049.
- A guarantee given to the Middleborough Pension Scheme for the staff transferred to Housing Hartlepool in 2004 in the event that Housing Hartlepool had financial difficulties. This liability reduces each year.
- The Council is responsible for the Claxton Site which is a closed landfill. There is a possible obligation arising relating to de-contamination of the site; it is not possible at this stage to quantify the potential liability or when the works may be required. The site is regularly tested to ensure compliance with the Environment Protection Act 1990.
- The Council has a provision for the repayment of land charges. A settlement has been reached and it is anticipated that the Government is likely to provide grant funding to bridge the gap.

SECTION 3 : Statement of Accounts

THE COLLECTION FUND

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

2013/2014 £000		2014/2015 £000	Notes
	INCOME		
	Council Tax :		
(37,174)	Billed to tax payers	(38,435)	
(37,174)		(38,435)	1
	Non Domestic Rates :		
(29,766)	Income Collectable from Business Ratepayers	(32,796)	2
(9,260)	Transitional Protection Payment	(7,998)	
-	Deferral Scheme	(104)	
(39,026)		(40,898)	
(76,200)	TOTAL INCOME	(79,333)	
	EXPENDITURE		
	Council Tax :		
30,810	Precepts Hartlepool Borough Council	31,092	
4,303	Police & Crime Commissioner	4,429	
1,470	Cleveland Fire Authority	1,512	
129	Increased Provision for Non-Payment of Council Tax	595	
36,712		37,628	
	Non Domestic Rates :		
	Payment of Non Domestic Rates to Preceptors		
17,195	Hartlepool Borough Council	19,095	
351	Cleveland Fire Authority	390	
17,498	Payment of Non Domestic Rates to Central Government	19,412	
125	Cost of Collection Allowance	125	
97	Increased Provision for Non-Payment of NNDR	147	
3,964	Provision for Non Domestic Rating Appeals	(2,576)	
48	Enterprise Zone Relief	73	
39,278		36,666	
	Contributions for previous years estimated		
	Collection Fund Surplus/(Deficit) - Council Tax		
738	Hartlepool Borough Council	399	
101	Police & Crime Commissioner	56	
35	Cleveland Fire Authority	19	
874		474	
	Contributions for previous years estimated		
	Collection Fund Surplus/(Deficit) - Non-Domestic Rates:		
-	Hartlepool Borough Council	117	
-	Cleveland Fire Authority	2	
-	Central Government	119	
-		238	
76,864	TOTAL EXPENDITURE	75,006	
664	NET TOTAL	(4,327)	
	Movement on Fund Balances		
	Council Tax:		
412	(Surplus)/Deficit for the year	(333)	
(876)	(Surplus)/Deficit brought forward	(464)	
(464)	(Surplus)/Deficit carried forward	(797)	
	Non Domestic Rates:		
252	(Surplus)/Deficit for the year	(3,994)	
-	(Surplus)/Deficit brought forward	252	
252	(Surplus)/Deficit carried forward	(3,742)	

SECTION 3 : Statement of Accounts

NOTES TO THE COLLECTION FUND

Note 1 - Council Tax

Council Tax income comes from a charge made on residential properties. The income is used to support the Council's General Fund revenue expenditure, as detailed in the Comprehensive Income and Expenditure Statement. It is also used to finance Hartlepool's share of the Police & Crime Commissioner's and Fire Authority's expenditure, through precepts made on the Council's Collection Fund. The level of Council Tax in any year is determined by estimating the income required by the Council and the Police and Fire Authorities, and dividing this by the Council Tax base, which comprises residential properties banded by value and charged accordingly.

To allow for comparison between years and authorities the tax base is expressed as the number of Band D properties in the district, which is calculated by multiplying the number of properties in a band by an appropriate weighting, ranging from 6/9 to 18/9.

There were 33,207 Band D equivalents in 2014/15 (33,234 for 2013/14) and the basic amount of Council Tax for a Band D property was £1,689.99 (£1,684.74 in 2013/14).

Set out in the table below are the Band D weightings, property numbers and income from each band level.

Band	Weighting to Band D	No. of properties in each band	Equivalent no. of Band D Properties	Hartlepool BC demand per property (Ex Parishes) £	Police & Crime Commissioner demand per property £	Fire Authority demand per property £	Total demand per property £	Total Income per band £000's
A	6/9	24,084	16,056	945.80	134.83	46.03	1,126.66	27,134
B	7/9	7,028	5,466	1,103.43	157.30	53.71	1,314.44	9,238
C	8/9	5,801	5,156	1,261.07	179.77	61.38	1,502.22	8,714
D	9/9	3,005	3,005	1,418.70	202.24	69.05	1,689.99	5,078
E	11/9	1,502	1,836	1,733.97	247.18	84.39	2,065.54	3,102
F	13/9	599	865	2,049.23	292.12	99.74	2,441.09	1,462
G	15/9	424	707	2,364.50	337.07	115.08	2,816.65	1,194
H	18/9	58	116	2,837.40	404.48	138.10	3,379.98	196
TOTALS		42,501	33,207					56,118

The income of £38.435m for 2014/15 (£37.174m for 2013/14) is receivable from the following sources :

2013/2014		2014/2015
£000		£000
55,990	Opening Liability	56,118
53	Net increase/(decrease) in liability	530
(96)	Disabled Relief	(118)
(5,585)	Discounts	(5,600)
(898)	Exemptions	(962)
(122)	Write Offs	(48)
(12,168)	Council Tax Support Scheme	(11,485)
37,174		38,435

Note 2 - Non Domestic Rates

National Non Domestic Rates (NNDR) is organised on a national basis. The Government specifies two amounts: the Small Business Non Domestic Rate Multiplier, which was 47.1p in 2014/15 (46.2p in 2013/14), and; the Non Domestic Rate Multiplier, which was 48.2p in 2014/15 (47.1p in 2013/14). Subject to the effects of transitional arrangements, local businesses pay rates calculated by multiplying their rateable value by that amount.

The total non-domestic rateable value at the year end was £97.582m.

2013/2014		2014/2015
£000		£000
(45,002)	Gross Rates payable	(46,636)
5,720	Mandatory Reliefs	5,768
9,260	Transitional Relief	7,998
256	Write Offs	74
(29,766)		(32,796)

SECTION 3 : Statement of Accounts

MEMORANDUM NOTES - TRUST FUNDS

During 2014/15 the Council has acted as trustee for eleven Educational Trust Funds that were inherited from Cleveland County Council. Only two of these are active and are used to provide funds for the following purposes:

- Music awards; and
- Pursuit of Education awards.

The Council also acts as a trustee of the Doughty Fund that was set up following a bequest from Colonel Henry Doughty. This is available to support any charitable objects within the Hartlepool area.

All of the Trust Funds administered by the Council fall below the threshold set by the Charities Act 1996 and therefore no longer require an Audit Certificate.

The balances held by the Council on behalf of various Trust Funds are as follows: -

	Balance at 1st April 2014 £000	Income £000	Expenditure £000	Balance at 31st March 2015 £000
Preston Simpson & Sterndale Scholarship in Music	65	21	(6)	80
Doughty Fund	5	-	-	5
Education Trust Funds	121	2	(2)	121
	191	23	(8)	206

The Preston Simpson & Sterndale Scholarship in Music Fund consisted of a cash investment of £79,381 with Hartlepool Borough Council as at 31st March, 2015. The Trust also held two separate external investments valued respectively at £114,698 as at 5th April 2015 (£108,470 as at 5th April 2014) and £18,674 as at 31st March 2015 (£17,037 as at 31st March 2014).

External investments for the above Trust Funds are not shown in the Council's Accounts.

As at 31st March, 2015, the Doughty Fund consisted wholly of a cash balance investment with the Council.

SECTION 4 : Annual Governance Statement

Scope Of Responsibility

Hartlepool Borough Council is responsible for ensuring that:

- Its business is conducted in accordance with the law and proper standards,
- Public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.

The Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging these overall responsibilities, Hartlepool Borough Council is also responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, which includes arrangements for the management of risk.

The Council has approved and adopted a Code of Corporate Governance, which is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government. A copy of the code is on our website at www.hartlepool.gov.uk or can be obtained from the Council's Contact Centre. This statement explains how the Council has complied with the Code and also meets the requirements of the Accounts and Audit (England) Regulations 2011, Regulation 4(3), which requires all relevant bodies to prepare an annual governance statement.

The Purpose of the Governance Framework

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

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 to manage them efficiently, effectively and economically. The Governance Framework has been in place at the Council for the year ended 31st March, 2015 and up to the date of approval of the statement of accounts.

In order to facilitate the completion of the Statement, an officer working group has been formed and a programme of work developed. To ensure that the Statement has been given sufficient corporate priority and profile, the working group included both the Chief Finance Officer and the Assistant Chief Executive. As part of the process regular updates have been given to the Performance and Risk Management Officer Group and Corporate Management Team.

Significant Governance Issues Update from 2013/14 Statement

Progress has been made over the course of 2014/15 to actively manage and address issues identified as part of the 2013/14 process. This approach ensures the Council actively manages these issues. The table below identifies action that has been taken to mitigate the areas identified.

Issue Raised	Action Undertaken
Delivery of Medium Term Financial Strategy	Revised Savings Programme encompassing key required programme elements at a corporate and department level were developed and implemented. Strategic multi year approach to financial management has been implemented. Member's seminars and staff communication strategy in conjunction with budget monitoring and defunding budgets at decision point process have been implemented. Project planning and management reporting to Finance and Policy Committee and CMT have all been implemented.
Delivery of Council Plan	The Council plan has been largely delivered and is reported to Members via Finance and Policy Committee on a quarterly basis. The revised plan for 2015/16 has been developed based on the priorities established and in the light of the revised MTFS and will be the subject of the same approval processes and monitoring.
Welfare Reform Act.	Local Council Tax Support Scheme approved. Update reports provided to Finance and Policy Committee and CMT. Funding strategy for Local Welfare Support also approved.

SECTION 4 : Annual Governance Statement

The Governance Framework

The key elements of the Council's Governance Framework are as follows:

Hartlepool Borough Council has adopted a constitution, which sets out how the Council operates, how decisions are made, the procedures that are followed to ensure that these decisions are efficient and transparent, and sets out the terms of reference for the Committee structure. The constitution was developed in accordance with the Local Government Act 2000 and it sets out the delegated responsibilities to key officers such as the Monitoring Officer and Section 151 Officer. An officer working group supported the governance working group in developing proposals for the new constitution in line with the outcome of the Mayoral referendum. The new constitution was agreed on 6th March, 2013 with training delivered for officers and members in respect of the requirements and expectations. The Constitution has subsequently been reviewed and the outcomes reported to Council on the 3rd April 2014 with a supplemental review reported to Council on 30th October 2014. A further report went to Council on 26th March 2015.

Effective procedures to identify, evaluate, communicate, implement, comply with and monitor legislative change exist and are used. Workforce Services policies identify suitable recruitment methods and ensure appropriate job descriptions exist for legal staff. Induction training is arranged by Customer and Workforce Services for all staff, departments have responsibility to provide induction training specific to their departmental needs. Legal Division procedures exist for monitoring new legislation, advising relevant departments, and members where appropriate. Legal personnel participate in training events.

Committee terms of reference are included in the constitution. A procedure is in place to ensure that all Committee agendas, minutes and supporting material are available to all staff on the Council's Intranet, and to the public on the Council's internet site.

The constitution contains financial and contract procedure rules, and code of conduct for Members, which have been formally approved. Financial procedure rules have been updated and agreed by Council and contract procedure rules have also been updated to take into account new procurement procedures and legislative changes. The constitution is available to all employees on the intranet and to the public on the Internet. A register of gifts and hospitality is maintained for Members and Officers. The Authority has a Treasury Management Strategy that was approved by Audit and Governance Committee on 11th December, 2014 and referred to Council for approval on 5th February, 2015. The approved Treasury Management Strategy includes the Investment and Borrowing strategies in compliance with revised CIPFA Prudential Code, CIPFA Treasury Management Code of Practice and DCLG guidance. The Audit and Governance Committee is responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies before making any necessary recommendations to Council. The Chief Finance Officer reports to the Audit and Governance Committee how the Council financial arrangements conform to the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010).

The full range of Member committees regularly meet to review specific policy areas, to consider plans, reports and progress of the Council.

Workforce Services has drawn up policies to ensure suitably qualified employees are employed in key areas, and supporting terms and conditions of employment for all employees cover all aspects of good employment. Induction courses for key new officers and all new members incorporate suitable training on corporate governance issues according to responsibilities and there is a general staff awareness programme in place.

A Health and Safety Policy has been approved and published and a Communication Strategy implemented to ensure general awareness.

The Council has an ongoing programme of monitoring and reviewing arrangements in place in respect of the operation of its key partnerships. A framework of reporting by exception to Corporate Management Team operates and Internal Audit provides audit coverage of partnership arrangements.

The Council reviewed and adopted their Community Strategy in 2014 following consultation with residents and key partners. This identified a number of key priorities for Hartlepool which would be the main focus for improvement over the following 5 years. The Council's performance management arrangements are based around an Outcome Framework which has been developed over a number of years and is set out around the 8 themes of the Community Strategy. This integration has enhanced management and political accountability. The Council produces an annual Council Plan that incorporates the strategic priorities of the 4 departments the most recent of which was agreed by Council on 26th March 2015 for the 2015/16 financial year.

SECTION 4 : Annual Governance Statement

The Council's Outcome Framework is reviewed annually and agreed by Finance and Policy Committee, most recently on 13th October 2014. Departments also complete extensive consultation with service users, forums, partners and residents. The feedback from these exercises is used to link service and departmental objectives to both the planning process for service delivery and to the corporate outcomes. In order to further embed the process of risk management, control identification and the production of the AGS into the culture and management processes at the Council, risks to meeting departmental outcomes and the controls to mitigate those risks are recorded as part of the corporate service planning process at a departmental level. This has brought together service planning, risk management and control identification which has enabled a much more focussed and joined up approach to the use of management information and the production of the AGS. Progress against the Council Plan is reported to CMT and Finance and Policy Committee on a quarterly basis.

A Data Quality framework is in place with Internal Audit conducting a targeted annual review of PIs. The Council's Performance Management system (Covalent) includes information relating to departmental and officer responsibility for the collation of data, target setting and addressing performance issues. Covalent also includes action plans, risks and performance indicators enabling clearer links between corporate, departmental and service planning outcomes, actions, risks and PIs.

Key performance indicators are identified in the Council plan. These indicators are monitored throughout the year and quarterly reports are presented to Members on the delivery of performance targets.

Key policies such as the Corporate Complaints Procedure, Proceeds of Crime (Money Laundering), Whistle Blowing Policy and Counter Fraud and Corruption Policy have been developed and approved for use across the whole Authority. The policies are available to employees via the intranet. The Council is a member of the IPF Better Governance Forum, the National Anti Fraud Network and also takes part in regular National Fraud Initiative reviews and the North East Fraud Forum. Fraud Awareness assessments took place during 2012-13 using the CIPFA Red Book 2 - Managing the Risk of Fraud - Actions to Counter Fraud and Corruption; as a basis for good practice and the FRED1 (Fraud Risk Evaluation Diagnostic) assessment tool as a means to assess HBC's awareness of fraud. The Red Book 2 was produced by CIPFA Better Governance Forum Counter Fraud Advisory Panel after consultation with fraud practitioners. As it is aligned to the approach by the National Fraud Authority its use as good practice is recommended by organisations such as ALARM. The Audit Commission publication Protecting the Public Purse 2014 is being used to review practices undertaken at the Council.

The Council agreed the Risk Management Framework on 23rd August 2013 and this has been subject to review during 2014/15. The Audit & Governance Committee considered the updated Framework on 5th March 2015. The Framework sets out the structure of the Council's risk registers and the agreed risk tolerance level which helps to prioritise risk activity. Risks on the accepted risk register are reported to elected Members on an annual basis and they are monitored more regularly within departments. A small number of risks are on the actively managed risks register and these are the risks that the department/responsible officer plan to take further action/increase control measures to help reduce the likelihood or impact. These risks are reported to Elected Members quarterly through the service planning process.

The Framework is available to all staff via the intranet. Key staff have undergone appropriate training and departmental risk champions lead on communicating the process to all relevant staff in their departments.

There is corporate support at senior management level for development of Risk Management with risk assessment procedures published and training given to officers. Regular risk introduction/refresher sessions are offered as and when individual departments/teams require them.

The Finance and Policy Committee Chair is Hartlepool Borough Councils risk 'champion'. Each department also has a risk co-ordinator. Risks and control measures relating to the Council Plan s are analysed within the quarterly reports to help ensure that risk and performance reporting are linked. The Council Plan is considered as part of the preparation of the AGS.

SECTION 4 : Annual Governance Statement

The Council's Performance and Risk Management system (Covalent) holds the actively managed and accepted risk registers. Risk registers are also maintained for significant projects. Officers that manage risks are notified that risks need to be reviewed and progress is monitored on a quarterly basis through the service planning process. Departments have access to a central funding pot for risk management to assist in the financing of risk mitigation.

The Council has a long-standing, nationally and regionally recognised emergency planning arrangements through the Cleveland Emergency Planning Unit (CEPU). The Council's Emergency Management Response Team (EMRT) meets bi-monthly and contributes to the makeup of the Councils Major Incident Plan which is tested yearly.

A review of the Councils Flu Pandemic Plan is being undertaken by Public Health to take into account the changes in the National Health Pandemic Flu Plan. Once this is completed the plan will be incorporated into the Corporate Business Continuity Plan.

The Corporate Business Continuity Group meets Quarterly and includes lead officers from all departments and the Hartlepool Emergency Planning Officer. A Revised Business Continuity Policy and accompanying Plan has been developed to complement the existing Business Continuity Database. A rolling exercising programme is in place to test the plan focusing on two separate services per year. In 2014-15 it was Regeneration and Neighbourhood and Child and Adults with in Chief Executives and Public Health planned for 2015-16. Work is still ongoing to identify and document formal decant arrangements for the delivery of priority services in the event of a disruption.

The Equality Act 2010 came into force on 1st October, 2010 and brings together over 116 separate pieces of legislation into one single Act. The Act provides a legal framework to protect the rights of individuals and advance equality of opportunity for all. The Act covers the 9 protected characteristics – age, disability, gender reassignment, marriage/civil partnership, pregnancy/maternity, race, religion/belief, gender and sexual orientation.

The Public Sector Equality Duty (PSED) is supported by "specific duties" to assist public bodies to achieve the aims of the general duty. Under the specific duties, the Council must:

- Publish equalities information to demonstrate its compliance with the Equality Duty by the 31st January each year; and
- Develop and publish equality objectives by 6th April, 2012 and then every four years.

In order to demonstrate our compliance with the above requirements, we have compiled two equality reports 'Equality Information 2015' and 'Workforce Equalities Information 2014' to demonstrate the progress that the Council has made to date. We are aware that there are gaps in our data and are working to provide more information in an accessible format. On that basis both reports will be regularly updated.

Equality issues must influence the decisions reached by public bodies - in how they act as employers; how they develop, evaluate and review policy; how they design, deliver and evaluate services, and how they commission and procure from others. We do this by undertaking Impact Assessments which are an integral part of our decision-making process.

Internal Audit reports on a regular basis to the Audit and Governance Committee on the effectiveness of the organisation's system of internal control. Recommendations for improvement are also made and reported on. Internal Audits performance is measured against standards agreed by management and Members. Internal Audit reporting arrangements have been formalised and strengthened as part of the review of financial procedure rules.

Other review bodies external to the Council also make regular reports on efficiency, effectiveness and compliance with regulations. Ofsted has rated the Council's children's services as "performing well". Most childcare providers and schools are rated "good" or "outstanding" and none are "inadequate". The Care Quality Commission has rated the Council's adult social care as excellent and Hartlepool Connect has achieved the Customer Service Excellence standard. In their 2013/14 Annual Audit Letter, Mazars, the Councils External Auditor, issued an unqualified opinion on the financial statements and value for money conclusion at the Council.

SECTION 4 : Annual Governance Statement

Review of Effectiveness

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

The process that has been applied in maintaining and reviewing the effectiveness of the system of internal control includes:

- Corporate Management Team agreed process for the review of the internal control environment. The risk inherent in meeting departmental objectives and the controls to mitigate those risks are recorded as part of the corporate service planning process at a departmental level. This has brought together risk management, control identification and the process for compiling the evidence needed to produce the AGS. This enables managers to provide documented evidence regarding the controls within their service units as part of the service planning process. The controls in place are designed to negate the identified and recorded risks of not achieving service, departmental or corporate objectives. In order to ensure adequate controls are in place the procedures, processes and management arrangements in place to mitigate identified risks and the officers responsible for them are also documented. Gaps in controls can be addressed as part of the regular reviews of departmental risks and control measures.
- Chief Finance Officer – The CFO carries out a review of the effectiveness of the system of internal audit and reports the findings to the Audit and Governance Committee. The CFO reports to the Audit and Governance Committee how the Council's financial arrangements conform with the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010).
- Internal Audit – the Council has the responsibility for maintaining and reviewing the system of internal control and reviewing annually Internal Audit. In practice, the Council, and its External Auditors, takes assurance from the work of Internal Audit. In fulfilling this responsibility:
 - Internal Audit operates in accordance with CIPFA's Code of Practice for Internal Audit in Local Government in the United Kingdom 2006 and is reviewing its procedures in line with Public Sector Internal Audit Standards (PSIAS).
 - Internal Audit reports to the Section 151 Officer and Audit and Governance Committee.
 - The Head of Audit and Governance provides an independent opinion on the adequacy and effectiveness of the system of internal control, quarterly update reports and an annual internal audit performance report to the Audit and Governance Committee.
 - Internal audit plans are formulated from an approved risk assessment package.
- External Audit – in their annual audit letter, comment on their overall assessment of the Council. It draws on the findings and conclusions from the audit of the Council.
- Other review and assurance mechanisms: for example, Department of Education, Care Quality Commission, Ofsted, Audit Commission, HMI Probation and Service Excellence.

We have been advised on the implications of the result of the review of the effectiveness of the governance framework by the Audit and Governance Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

SECTION 4 : Annual Governance Statement

Significant Governance Issues

The following significant governance issues have been identified:

No	Issue	Action	Timescale	Responsible Officer
1	Delivery of Medium Term Financial Strategy, the sustainability of services and level of performance.	Revised Savings Programme encompassing key required programme elements at a corporate and department level. Strategic multi year approach to financial management implemented. Member's seminars and staff communication strategy. Budget monitoring and defunding budgets at decision point process. Project planning and management reporting to Finance and Policy Committee and CMT. Enhanced financial management and reporting as identified in peer review.	2015/17	CMT
2	Delivery of Council Plan.	The development and agreement of a revised Council Plan taking into account the impact of the financial challenges facing the Council, with regular performance reporting to CMT and Members.	2015/16	CMT
3	Joint Working Arrangement with Health and other external partners, e.g. The Better Care Fund and the Multi Agency Children's Hub.	Development and agreement of strategy and plan for effective working between HBC and Health partners.	2015/17	CMT

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

Signed on behalf of Hartlepool Borough Council:

Chief Executive

Chair of Audit and Governance Committee

SECTION 5 : Independent Auditor's Report

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARTLEPOOL BOROUGH COUNCIL

Opinion on the Council's Financial Statements

We have audited the financial statements of Hartlepool Borough Council for the year ended 31 March 2014 under the Audit Commission Act 1998. The financial statements comprise the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, the Balance Sheet, the Cash Flow Statement, the Collection Fund and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

This report is made solely to the members of Hartlepool Borough Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 48 of the Statement of Responsibilities of Auditors and Audited Bodies published by the Audit Commission in March 2010.

Respective responsibilities of the Chief Finance Officer and Auditor

As explained more fully in the Statement of the Chief Finance Officer's Responsibilities, the Chief Finance Officer is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom, and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the Audit of the Financial Statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Council's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Chief Finance Officer and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the explanatory foreword to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on Financial Statements

In my opinion the financial statements :

- give a true and fair view of the financial position of Hartlepool Borough Council as at 31 March 2014 and of its expenditure and income for the year then ended; and
- have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

Opinion on Other Matters

In our opinion, the information given in the explanatory foreword for the financial year for which the financial statements are prepared is consistent with the financial statements.

SECTION 5 : Independent Auditor's Report

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARTLEPOOL BOROUGH COUNCIL

Matters on which We Report by Exception

I report to you if ;

- in our opinion the annual governance statement does not reflect compliance with 'Delivering Good Governance in Local Government: a Framework' published by CIPFA/SOLACE in June 2007 and the December 2012 addendum;
- we issue a report in the public interest under section 8 of the Audit Commission Act 1998;
- we designate under section 11 of the Audit Commission Act 1998 any recommendation as one that requires the Council to consider it at a public meeting and to decide what action to take in response; or
- we exercise any other special powers of the auditor under the Audit Commission Act 1998.

We have nothing to report in these respects.

Conclusion on the Council's arrangements for securing economy, efficiency and effectiveness in the use of resources

Respective responsibilities of the Council and the Auditor

The Council is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

We are required under Section 5 of the Audit Commission Act 1998 to satisfy ourselves that the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the Audit Commission requires us to report to you our conclusion relating to proper arrangements, having regard to relevant criteria specified by the Audit Commission.

We report if significant matters have come to our attention which prevent us from concluding that the Council has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources. We are not required to consider, nor have we considered, whether all aspects of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

Scope of the review of arrangements for securing economy, efficiency and effectiveness in the use of resources

We have undertaken our audit in accordance with the Code of Audit Practice, having regard to the guidance on the specified criteria, published by the Audit Commission, as to whether the Council has proper arrangements for:

- securing financial resilience; and
- challenging how it secures economy, efficiency and effectiveness.

The Audit Commission has determined these two criteria as those necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether the Council put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2014.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to form a view on whether, in all significant respects, the Council had put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

SECTION 5 : Independent Auditor's Report

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARTLEPOOL BOROUGH COUNCIL

Conclusion

On the basis of our work, having regard to the guidance on the specified criteria published by the Audit Commission, we are satisfied that, in all significant respects, Hartlepool Borough Council put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2014.

Certificate

We certify that we have completed the audit in accordance with the requirements of the Audit Commission Act 1998 and the Code of Practice issued by the Audit Commission.

Mark Kirkham,
Director and Engagement Lead
For and on behalf of Mazars LLP
The Rivergreen Centre
Aykley Heads
Durham
DH1 5TS

Date:

DRAFT

SECTION 6 : Glossary of Terms

ACCOUNTING POLICIES

Those principles, bases, conventions, rules and practices applied by an entity that specify how the effects of transactions and other events are to be reflected in its financial statements through:

- recognising;
- selecting measurement bases for; and
- presenting assets, liabilities, gains, losses and changes to reserves.

Accounting policies do not include estimation techniques.

Accounting policies define the process whereby transactions and other events are reflected in financial statements. For example, an accounting policy for a particular type of expenditure may specify whether an asset or a loss is to be recognised; the basis on which it is to be measured; and where in the Income and Expenditure Account or Balance Sheet it is to be presented.

ACTUARIAL GAINS AND LOSSES

For a defined benefit pension scheme, the changes in actuarial deficits or surpluses that arise because:

- events have not coincided with the actuarial assumptions made for the last valuation (experience gains or losses); or
- the actuarial assumptions have changed.

CAPITAL EXPENDITURE

Expenditure on the acquisition of an asset or expenditure that adds to and not merely maintains the value of an existing asset.

CODE OF PRACTICE ON LOCAL AUTHORITY ACCOUNTING

The Chartered Institute of Public Finance and Accounting (CIPFA) Code sets out the accounting concepts and accounting principles which underpin the statement of accounts.

COMMUNITY ASSETS

Assets that the local authority intends to hold in perpetuity, that have no determinable useful life and that may have restrictions on their disposal. Examples of community assets are parks and historical buildings.

CONSISTENCY

The principle that the accounting treatment of like items within an accounting period and from one period to the next is the same.

CONSTRUCTIVE OBLIGATION

An obligation that derives from an Authority's actions where:

- a) by an established pattern of past practice, published policies or a sufficiently specific current statement, the Authority has indicated to other parties that it will accept certain responsibilities; and
- b) as a result, the Authority has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

CONTINGENT LIABILITY

A contingent liability is either:

- a) a possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the authority's control or;
- b) a present obligation arising from past events where it is not probable that a transfer of economic benefits will be required or the amount of the obligation cannot be measured with sufficient reliability.

SECTION 6 : Glossary of Terms

CORPORATE AND DEMOCRATIC CORE

The corporate and democratic core comprises all activities which local authorities engage in specifically because they are elected, multi-purpose authorities. The cost of these activities are thus over and above those which would be incurred by a series of independent, single purpose, nominated bodies managing the same services. There is therefore no logical basis for apportioning these costs to services.

CREDITORS

Amounts owed by the Authority for work done, goods received or services rendered within the accounting period but for which payment was not made at the balance sheet date.

CURRENT ASSETS

Assets which can be expected to be consumed or realised during the next accounting period, e.g. debtors and stocks.

CURRENT LIABILITIES

Amounts which will become payable or could be called in within the next accounting period e.g. creditors, cash overdrawn.

CURRENT SERVICE COST (PENSIONS)

The increase in the present value of a defined benefit scheme's liabilities expected to rise from employee service in the current period.

CURTAILMENT

For a defined benefit scheme, an event that reduces the expected years of future service of present employees or reduces for a number of employees the accrual of defined benefits for some or all of their future service. Curtailments include:

- a) termination of employee's services earlier than expected, for example as a result of closing a factory or discontinuing a segment of a business; and
- b) termination of, or amendment to the terms of, a defined benefit scheme so that some or all future service by current employees will no longer qualify for benefits or will qualify for only reduced benefits.

DEBTORS

Amounts due to the Authority for works done, goods received or services rendered before the end of the accounting period, but for which payments have not been received by the end of that accounting period.

DEFINED BENEFIT SCHEME

A pension or other retirement benefit scheme other than a defined contribution scheme. Usually, the scheme rules define the benefits independently of the contributions payable and the benefits are not directly related to the investments of the scheme. The scheme may be funded or unfunded (including notionally funded).

DEFINED CONTRIBUTION SCHEME

A pension or other retirement benefit scheme into which an employer pays regular contributions fixed as an amount or as a percentage of pay and will have no legal or constructive obligation to pay further contributions if the scheme does not have sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.

DEPRECIATION

The measure of the cost or revalued amount of the benefits of the asset that have been consumed during the period.

Consumption includes the wearing out, using up or other reduction in the useful life of an asset whether arising from use or obsolescence through either changes in technology or demand for the goods and services produced by the asset.

SECTION 6 : Glossary of Terms

DISCRETIONARY BENEFITS

Retirement benefits which the employer has no legal, contractual or constructive obligation to award and which are awarded under the Authority's discretionary powers, such as The Local Government (Discretionary Payments) Regulations 1996.

ESTIMATION TECHNIQUES

The methods adopted by an entity to arrive at estimated monetary amounts, corresponding to the measurement bases selected, for assets, liabilities, gains losses and changes to reserves.

Estimation techniques implemented the measurement aspects of accounting policies. An accounting policy will specify the basis on which an item is to be measured; where there is uncertainty over the monetary amount corresponding to that basis, the amount will be arrived at by using an estimation technique. Estimation techniques include, for example:

a) Methods of depreciation, such as straight-line and reducing balance, applied in the context of a particular measurement basis, used to estimate the proportion of the economic benefits of property, plant and equipment consumed in a period

b) Difference methods used to estimate the proportion of debts that will not be recovered, particularly where such methods consider a population as a whole rather than individual balances.

EVENTS AFTER THE BALANCE SHEET DATE

Events after the Balance Sheet date are events, favourable and unfavourable, that occur between the Balance Sheet date and the date when the Statement of Accounts is authorised for issue.

EXCEPTIONAL ITEMS

Material items that derive from events or transactions that fall within the ordinary activities of the Authority and which need to be disclosed separately by virtue of their size or incidence to give fair presentation of the accounts.

EXPECTED RATE OF RETURN ON PENSION ASSETS

For a funded defined benefit scheme, the average rate of return, including both income and changes in fair value but net of scheme expenses, expected over the remaining life of the related obligation on the actual assets held by the scheme.

FAIR VALUE

The fair value of an asset is the price at which it could be exchanged in an arm's length transaction less, where applicable, any grants receivable towards the purchase or use of the asset.

FINANCE LEASE

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

FINANCIAL INSTRUMENT

A legally enforceable agreement between two or more parties, expressing a contractual right or a right to the payment of money. Typical examples include investments, loans, trade creditors and trade debtors.

GOING CONCERN

The concept that the Authority will remain in operational existence for the foreseeable future, in particular that the revenue accounts and Balance Sheet assume no intention to curtail significantly the scale of operations.

SECTION 6 : Glossary of Terms

GOVERNMENT GRANTS

Assistance by Government and inter-government agencies and similar bodies, whether local, national or international, in the form of cash or transfers of assets to an Authority in return for past or future compliance with certain conditions relating to the activities of the Authority.

HERITAGE ASSETS

Assets preserved in trust for future generations because of their cultural, environmental or historical associations. It applies to assets held and maintained by the Authority principally for the contribution of knowledge and culture.

IMPAIRMENT

A reduction in the value of Property, Plant and Equipment below its carrying amount on the Balance Sheet.

INFRASTRUCTURE ASSETS

These assets that are inalienable, expenditure on which is recoverable only by continued use of the asset created. Examples of infrastructure assets are highways and footpaths.

INTANGIBLE ASSETS

Expenditure which may properly be capitalised, but which does not result in an asset with substance. Examples of this type of expenditure are software and other licences, patents and trademarks and artistic originals.

INTEREST COST (PENSIONS)

For a defined benefit scheme, the expected increase during the period is the present value of the scheme liabilities because the benefits are one period closer to settlement.

INTERNATIONAL ACCOUNTING STANDARDS (IAS)

These standards are developed by the International Accounting Standards Board and regulate the preparation and presentation of financial statements.

INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS)

These standards are developed by the International Accounting Standards Board and regulate the preparation and presentation of financial statements. The Companies Act 1985 requires compliance with these Standards or disclosures in the notes if there are any material departures from these Standards.

INVENTORIES

The amount of unused or unconsumed stocks held in expectation of future use. When use will not arise until a later period, it is appropriate to carry forward the amount to be matched to the use or consumption when it arises.

Inventories comprises the following categories:

- goods or other assets purchased for resale;
- consumable stores;
- raw materials and components purchased for incorporation into products for sale;
- products and services in intermediate stages of completion;
- long term contract balances; and
- finished goods.

SECTION 6 : Glossary of Terms

INVESTMENT PROPERTIES

Interest in land and/or buildings:

- a) in respect of which construction work and development have been completed; and
- b) which is held for its investment potential, any rental income being negotiated at arm's length.

INVESTMENTS (PENSIONS FUND)

The investments of the Pensions Fund will be accounted for in the statements of that fund. However, authorities are also required to disclose, as part of the disclosures relating to retirement benefits, the attributable share of Pension Scheme assets associated with their underlying obligations.

LIQUID RESOURCES

Current asset investments that are readily disposable by the Authority without disrupting its business and are either readily convertible to known amounts of cash at or close to the carrying amount, or traded in an active market.

LONG TERM CONTRACTS

A contract entered into for the design, manufacture or construction of a single substantial asset or the provision of a service (or a combination of assets or services which together constitute a single project), where the time taken to substantially complete the contract is such that the contract activity falls into different accounting periods. Some contracts with a shorter duration than one year should be accounted for as long term contracts if they are sufficiently material to the activity of the period.

MINIMUM REVENUE PROVISION (MRP)

The statutory minimum amount that authorities must set aside each year as provision for debt repayment based on the Capital Financing Requirement.

NET BOOK VALUE

The amount at which assets are included in the Balance Sheet, that is their historical cost of current value less the cumulative amounts provided for depreciation.

NET CURRENT REPLACEMENT COST

The cost of replacing or recreating the particular asset in its existing condition and in its existing use, that is the cost of its replacement or of the nearest equivalent asset adjusted to reflect the current condition of the existing asset.

NET DEBT

The Authority's borrowings less cash and liquid resources. Where cash and liquid resources exceed borrowings, reference should be to net funds rather than net debt.

NET REALISABLE VALUE

The open market value of the asset in its existing use (or open market value in the case of non-operational assets), less the expenses to be incurred in realising the asset.

NON-CURRENT ASSET

Assets that yield benefits to the Authority, and the services it provides, for a period of more than one year.

SECTION 6 : Glossary of Terms

NON-DISTRIBUTED COST

These are overheads for which no user of the Authority benefits and should not be apportioned to services.

NON-OPERATIONAL ASSETS

Assets held by a local authority but not used or consumed in the delivery of services or for the service or strategic objectives of the Authority. Examples of non-operational assets include investment properties and assets that are surplus to requirements, pending their sale. It should be noted that the incidence of rental income does not necessarily mean that the asset is an investment property; it would be deemed an investment property only if the asset is held solely for investment purposes and does not support the service or strategic objectives of the Authority and the rental income is negotiated at arm's length.

OPERATING LEASES

A lease other than a finance lease.

OPERATIONAL ASSETS

Assets held and occupied, used or consumed by the Local Authority in the direct delivery of those services for which it has either a statutory or discretionary responsibility or for the service or strategic objectives of the Authority.

PAST SERVICE COST

For a defined benefit scheme, the increase in the present value of the scheme liabilities related to employee service in prior periods arising in the current period as a result of the introduction of, or improvement to, retirement benefits.

PRIOR PERIOD ADJUSTMENTS

Those material adjustments applicable to prior years arising from changes in accounting policies or from the correction of material errors. A material error is one that is of such significance as to destroy the validity of the financial statements. They do not include normal recurring corrections or adjustments of accounting estimates made in prior years.

PROJECTED UNIT METHOD

An accrued benefits valuation method in which the scheme liabilities make allowance for projected earnings. An accrued benefits valuation method is a valuation method in which the scheme liabilities at the valuation date relate to:

- a) the benefits for pensioners and deferred pensioners (i.e. individuals who have ceased to be active members but are entitled to benefits payable at a later date) and their dependants, allowing where appropriate for future increases; and
- b) the accrued benefits for members in service of the valuation date.

The accrued benefits are the benefits for service up to a given point in time, whether vested rights or not.

PROPERTY, PLANT & EQUIPMENT

This covers all assets with physical substance that are for use in the production or supply of goods and services, for rental to others, or for administrative purpose, and expected to be used during more than one period.

SECTION 6 : Glossary of Terms

PROVISION

Funds set aside to cover potential liabilities or losses which are likely or certain to be incurred at a future date but where the exact amount and timing of the liability or loss is currently not known.

RELATED PARTIES

Two or more parties are related parties when at any time during the financial period:

- one party has direct or indirect control of the other party; or
- the parties are subject to common control from the same source; or
- one party has influence over the financial and operational policies of the other party to an extent that the other party might be inhibited from pursuing at all times its own separate interests; or
- the parties, in entering a transaction, are subject to influence from the same source to such an extent that one on the parties to the transaction has subordinated its own separate interests.

Examples of related parties of an authority include:

- Central Government;
- Local Authorities and other bodies precepting or levying demands on the Council Tax;
- its subsidiary and associated companies;
- its joint ventures and joint venture partners;
- its Councillors;
- its Chief Officers; and
- its Pension Fund.

Examples of related parties of a pension fund include its:

- administering Authority and its related parties;
- scheduled bodies and their related parties; and
- Trustees and Advisors.

These lists are not intended to be comprehensive

For individuals identified as related parties, the following are also presumed to be related parties:

- members of the close family, or the same household; and
- partnerships, companies, trusts or other entities in which the individual, or a member of their close family or the same household, has a controlling interest.

RELATED PARTY TRANSACTION

A related party transaction is the transfer of assets or liabilities or the performance of services by, to or for a related party irrespective of whether a charge is made. Examples of related party transactions include:

- the purchase, sale, lease, rental or hire of assets between related parties;
- the provision by a pension fund to a related party of assets or loans, irrespective of any direct economic benefit to the Pension Fund;
- the provision of a guarantee to a third party in relation to a liability or obligation of a related party;
- the provision of services to a related party, including the provision of pension fund administration services;
- transactions with individuals who are related parties of an authority or a pension fund, except those applicable to other members of the community or the pension fund, such as Council Tax, Rents and payment of benefits.

This list is not intended to be comprehensive.

The materiality of related party transactions should be judged not only in terms of their significance to the Authority, but also in relation to its related party.

SECTION 6 : Glossary of Terms

REMUNERATION

All sums paid to or receivable by an employee and sums due by way of expenses allowances (as far as those sums are chargeable to UK income tax) and the money value of any other benefits received other than in cash. Pension contributions payable by the employer are excluded.

RESERVES

The accumulation of surpluses, deficits and appropriations over past years. Reserves of a revenue nature are available and can be spent or earmarked at the discretion of the Authority. Some capital reserves such as the Revaluation Reserve cannot be used to meet current expenditure.

RESIDUAL VALUE

The net realisable value of an asset at the end of its useful life. Residual values are based on prices prevailing at the date of the acquisition (or revaluation) of the asset and do not take account of expected future price changes.

RETIREMENT BENEFITS

All forms of consideration given by an employer in exchange for services rendered by employees that are payable after completion of employment. Retirement benefits do not include termination benefits payable as a result of either:

- an employer's decision to terminate an employee's employment before the normal retirement date; or
- an employee's decision to accept voluntary redundancy in exchange for those benefits, because these are not given in exchange for services rendered by employees.

REVENUE EXPENDITURE FUNDED FROM CAPITAL UNDER STATUTE (REFCUS)

Revenue expenditure funded by capital under statute. This is expenditure that can be properly capitalised, but which does not result in an asset for the Authority. Expenditure is therefore written off to revenue.

SCHEME LIABILITIES

The liabilities of a defined benefit scheme for outgoings due after the valuation date. Scheme liabilities measured using the projected unit method reflects the benefits that the employer is committed to provide for service up to the valuation date.

SERVICE REPORTING CODE OF PRACTICE

A Chartered Institute of Public Finance and Accountancy (CIPFA) guide to accounting for local government services which provides a consistent and comparable calculation of the total costs of services.

SETTLEMENT

An irrecoverable action that relieves the employer (or the defined benefit scheme) of the primary responsibility for a pension obligation and eliminates significant risks relating to the obligation and the assets used to effect the settlement. Settlements include:

- a lump-sum cash payment to scheme members in exchange for their rights to receive specified pension benefits;
- the purchase of an irrecoverable annuity contract sufficient to cover vested benefits; and
- the transfer of scheme assets and liabilities relating to a group of employees leaving the scheme.

SECTION 6 : Glossary of Terms

USEFUL LIFE

The period over which the Authority will derive benefits from the use of an asset.

FURTHER INFORMATION

Copies of this document can also be provided on audiotape or in large print, Braille and ethnic minority languages on request. We can also be contacted via Typetalk and enquiries in any language can be dealt with in person or on the telephone using Language Line instant translation service.

اگر آپ کو اس لیفلٹ کے اردو ترجمے کی ضرورت ہے تو برائے مہربانی نیچے دئے گئے فون نمبر پر رابطہ کریں۔

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ਟੈਲੀਫੋਨ ਨੰਬਰ ਤੇ ਫੋਨ ਕਰੋ।

AUDIT AND GOVERNANCE COMMITTEE

7 August 2014



Report of: Democratic Services Team Manager

Subject: APPOINTMENT TO COMMITTEES / FORUMS

1. PURPOSE OF THE REPORT

1.1 To confirm appointments to the following Committees / Forums:-

- (a) Health and Wellbeing Board as a non-voting official observer;
- (b) Safer Hartlepool Partnership as a non-voting observer.

2. ISSUES FOR CONSIDERATION

Health and Wellbeing Board

2.1 There is a position on the Health and Wellbeing Board for a non-voting official observer, who will be invited along to the Health and Wellbeing Board meetings to observe at the meeting and update the Audit and Governance Committee following each Board meeting.

Safer Hartlepool Partnership

2.2 There is a position on the Safer Hartlepool Partnership for a non-voting observer, who will attend the meetings of the Safer Hartlepool Partnership to observe at the meeting and update the Audit and Governance Committee following each Partnership meeting.

3. RECOMMENDATION

3.1 That:-

- (a) Members agree one nomination to the Health and Wellbeing as a non-voting official observer
- (b) Members agree one nomination to the Safer Hartlepool Partnership as a non-voting observer

Contact Officer:- Amanda Whitaker, Democratic Services Team Manager
Chief Executive's Department – Legal Services
Hartlepool Borough Council
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