

TITLE	Financial Statements 2013/14
FOR CONSIDERATION BY	Audit Committee on 23 September 2014
WARD	None specific
DIRECTOR	Graham Ebers, Director of Finance and Resources

OUTCOME/BENEFITS TO THE COMMUNITY

The Council demonstrates the highest levels of financial management which means that the council tax payers money is used effectively and managed safely.

RECOMMENDATION

That the financial statements and letter of representation for 2013/14 be approved.

SUMMARY OF REPORT

The financial statements for 2013/14 are attached, together with the letter of representation, and the key issues are summarised below.

Financial resilience is one of the most important factors in ensuring future stability. Wokingham Borough Council is in the very top level of authorities where resilience has been proven to be of the highest level. This shows that despite significant reductions in government funding and other financial pressures the council has continued to seek to ensure it is in a position to be able to operate within its available resources for the foreseeable future. This is a significant achievement in the current climate where auditors are beginning to raise concerns around the public sector being able to deal with the continuation of austerity.

The financial position of the council depends on a number of factors such as financial governance, financial planning and financial control. The financial medium term plan covers a three year horizon, but the organisation plans further ahead, not just for the three years in the medium term financial plan but looking forward to the next twenty years. Our external auditors' opinion on the statement of accounts for 2013/14 is elsewhere on this agenda.

The deficit on the provision of services, including the Housing Revenue Account (HRA) is £30.433m which, after the required accounting adjustments (including capital financing and the transfer of a school to an academy) becomes a surplus of £1.124m on the General Fund and £140,000 for the HRA. The General Fund balance at 31 March 2014 is £11.04m and for the HRA £1.766m

The Revenue Monitoring outturn report was presented to the Executive Committee on 26 June 2014, and is summarised in the explanatory foreword to the financial statements. It shows that the Council underspent its budget by £189,000 after carry forward requests.

The useable capital receipts reserve as at 31 March 2014 stands at £6.8m and the useable grants and contributions reserve stands at £16.4m. A further £19.1m is held

under capital grants receipts in advance as these grants and contributions have conditions attached to them which dictate how they should be spent. These funds are available to fund the Council's capital commitments such as highways infrastructure improvements and schools capital expenditure.

The Housing Revenue Account (HRA) surplus was £4.966m largely due to a capital grant of £2.1m, impairment cost of vacant properties (reduction in value) being £1.1m lower than expected, £0.4m extra rental and other income, and £0.5m extra income from sales of houses. Following the required statutory adjustments through the movement in reserves statement the adjusted surplus was £140,000.

School balances have decreased to £5.3m at 31 March 2014 from £5.6m at 31 March 2013, while the Dedicated Schools Grant (DSG) central reserve has increased marginally to £1.54m at 31 March 2014 from £1.475m at 31 March 2013.

The letter of representation is included at the end of this report as the Audit Results Report includes in Appendix 1 an 'uncorrected audit misstatement', the provision for business rates appeals. The explanation of the difference, and why it is proposed not to make the adjustments to the misstatement is included in the section titled 'Analysis of issues' below.

Background

The Audit Commission's final report on councils' financial resilience since 2011 shows that England's councils have demonstrated a high degree of financial resilience over the last three years, despite a 20 per cent reduction in funding from government (From 2010/11 to 2013/14, government funding to councils reduced by £6 billion (19.6%) in real terms) and a number of other financial challenges.

The report stated that councils have risen to the challenges presented by reduced funding. But the financial challenges for councils are continuing.

Auditors reported concerns about the ability of one in ten councils to deliver their budget in 2013/14. Factors giving auditors cause for concern included: the risk of councils not making adequate savings; rising cost pressures; weaknesses in financial controls; and uncertain prospects for income.

About two-thirds of councils (64 per cent) were well placed, in the view of auditors, to deliver their medium-term financial plans. However, auditors have concerns about the medium-term financial prospects of one third of councils (36 per cent).

The external auditors in forming their opinion on our accounts have to test for financial resilience. This means the auditors have to be satisfied that the organisation has robust systems and processes in place to manage effectively its financial risks and opportunities, and to secure a stable financial position.

To meet our statutory responsibilities, increases in the demand for services linked to significant demographic changes, such as the ageing population and rising birth rate, we have to improve our efficiency and productivity, control our costs and have sustainable financial plans to ensure we are financially resilient.

The quality of financial governance and leadership in any organisation is critical in meeting the financial management challenges and for securing financial resilience. Good basic systems, processes and controls are important, but it is the overall financial culture that makes the difference.

The authority has set the budgets over the past years in the context of a longer-term financial strategy and a medium-term financial plan (MTFP) covering the next twenty years. The Long Term Financial Plan includes assumptions around inflation; income levels; demographics; future demand for services, and is based on reasonable predictions. The financial position depends on factors including the level of borrowing, receivables outstanding, investment risks, council tax and business rates collection rates and levels of reserves.

Wokingham Borough Council is in the very top level of those able to deliver in line with its medium term financial plan. The opinion of our auditors is detailed elsewhere on this agenda and states;

“We did not identify any significant risks in relation to this criteria.

We have completed our planned audit work in this area and have not identified any issue casting doubt on our ability to conclude you have proper arrangements in place in respect of this criteria.”

Each year the Audit Committee is asked to approve the financial statements of the Council. The financial statements for 2013/14 are attached and explanations of key issues affecting the Council’s financial position during the year are set out below.

Analysis of Issues

The income and expenditure for all services and functions, including the HRA and capital transactions, are combined within the financial statements to form the income and expenditure accounts for the authority. The balance sheet provides details of all the assets and liabilities of the council and how it is financed.

The key issues that have impacted upon the financial statements in 2013/14 are as follows:-

- Letter of Representation. The introduction in 2013/14 of the Retained Business rates system required local authorities to calculate a provision of appeals for business rate appeals. Based on historical levels of appeals plus known appeals in 2013/14, the Council included a total of £1.25m in the 2013/14 accounts, however, the Council’s auditors estimated the provision should have been £1.754m, a difference of £504k in total, of which £246k is in respect of the Council, and £248k in respect of the preceptors. The Chief Finance Officer does not consider the difference to be material in terms of the Council’s overall financial position and estimates that the final level of appeals will be close to the Council’s estimate and have therefore chosen not to amend the statements. The size of any provision is a matter of judgement by the Council’s Chief Finance Officer. His judgement is that the level of the provision should be considered in the context of other council reserves such as the reserve for business rates challenges, which currently stands at £1m approximately, and a General Fund balance of over £10m. The auditor’s opinion is therefore considered to be excessively prudent when taking these into account. The specific business rates

provision, as with all other financial provisions and reserves, will be continually reviewed and assessed in the light of risks and ongoing analysis of appeals. The Committee are however required to approve this proposed course of action which is included in the attached letter of representation.

- This is the fourth time the Authority has had to prepare Group Financial statements to account for its interests in subsidiary companies. The accounts have consolidated those of Wokingham Housing Ltd, Wokingham Enterprises Ltd (WEL) and Optalis Ltd.
- The Council had £5m in total deposited across two Icelandic institutions, £3m with Heritable, and £2m with Landsbanki. Final repayments have been received from the two banks in 2013/14 as explained in the explanatory foreword and in note 32 and no further payments are expected.
- The deficit on the Council's pension funds has increased by £8.6m to £168.2m at 31 March 2014 due to actuarial losses on the scheme's assets and liabilities. The movements on the schemes net values are consistent with the movements in the discount rate for high quality corporate bonds and movements in the funds' investments, and liabilities, over the year. The Council also guarantees the pension liabilities of Optalis Ltd which were £4.3m at 31 March 2014.
- Approximately £44.1m was spent on the council's fixed assets in 2013/14, the larger items being £22m on Children's Services (which includes £10.7m for three new schools), £9.2m on Neighbourhood Services, £6.9m on Health and Wellbeing, and £3.9m on Development and Regeneration which includes £3.1m for the regeneration of Wokingham Town Centre. The Forest secondary school transferred to academy status in 2013/14 and in line with statutory requirements, the estimated market value had to be included in the accounts as a notional loss.
- Long Term Investments have reduced to £1.953m at 31 March 2014 compared to £2.6m at 31 March 2013. This is largely due to the final repayments received in respect of loans to Icelandic banks, partially offset by £0.9m in respect of purchased shares in Wokingham Housing Ltd. Short term Investments on the balance sheet have increased to £40.8m at 31 March 2014 compared to £34.1m at 31 March 2013. In addition there were £16.7m of short term investments included in the cash and cash equivalents total of £19.2m, due to their short life. This made a total of £57.5m of short term investments, of which £26.3m was invested in house, while £16.8m and £14.4m were managed by Royal London Asset Management (RLAM) and Scottish Widows Investment Partnership Ltd (SWIP) respectively.
- Short term borrowing was £5.0m at 31 March 2014 compared to £4.7m at 31 March 2013. Long term borrowing has increased slightly to £132.1m at 31 March 2014 from £131.9m the previous year due to an interest adjustment.
- The balance on the General Fund at 31 March 2014 was £11.040m.
- The Housing Revenue Account balance was £1.767m at 31 March 2014 after adjustments and is above the level identified by risk assessment to be the council's required level of HRA balances.

The draft accounts were approved by Graham Ebers, Director of Finance and Resources, on 30 June 2014 in line with the Accounts and Audit Regulations 2011 which require the chief financial officer to approve the draft financial statements by 30 June. Member approval is required by 30 September each year after completion of the external audit of the accounts, and this is through the Audit Committee. The audit of the financial statements is now complete and the auditor's conclusions are reported elsewhere on this agenda. The financial statements have been amended to reflect the audit findings, with the exception of Appendix 1 of the auditor's report, and it is the final audited financial statements that the Audit Committee is asked to approve.

Corporate Implications

The report is in respect of both the revenue and capital budgets required to deliver the priorities of the Council over the next three years.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)		Yes	Revenue and capital
Next Financial Year (Year 2)			
Following Financial Year (Year 3)			

Other financial information relevant to the Recommendation/Decision

N/A

Cross-Council Implications

N/A

List of Background Papers

Statement of Accounts

Audit Commission: Tough Times 2013 Councils Responses to Financial Challenges

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Date 12 September 2014	Version No. 1

Letter of Representation



**WOKINGHAM
BOROUGH COUNCIL**

23 September 2014

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This representation letter is provided in connection with your audit of the consolidated and parent financial statements of Wokingham Borough Council Group ("the Group and Council") for the year ended 31 March 2014. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the consolidated and parent financial statements give a true and fair view of the Group and Council financial position of Wokingham Borough Council Group as of 31 March 2014 and of its income and expenditure for the year then ended in accordance with, CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

We understand that the purpose of your audit of our financial statements is to express an opinion thereon and that your audit was conducted in accordance with International Standards on Auditing (UK and Ireland), which involves an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose – all fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

A. Financial Statements and Financial Records

1. We have fulfilled our responsibilities, under the relevant statutory authorities, for the preparation of the financial statements in accordance with the Accounts and Audit Regulations (England) 2011 and CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.
2. We acknowledge, as members of management of the Group and Council, our responsibility for the fair presentation of the consolidated and council financial statements. We believe the consolidated and council financial statements referred to above give a true and fair view of the financial position, financial performance (or results of operations) and cash flows of the Group and Council in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 and are free of material misstatements, including omissions. We have approved the consolidated and council financial statements.

3. The significant accounting policies adopted in the preparation consolidated and council financial statements are appropriately described in the consolidated and council financial statements.
4. As members of management of the Group and Council, we believe that the Group and Council has a system of internal controls adequate to enable the preparation of accurate financial statements in accordance with the CIPFA LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14, that are free from material misstatement, whether due to fraud or error.
5. We believe that the effects of any unadjusted audit differences, summarised in the accompanying schedule at the foot of this letter, accumulated by you during the current audit and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. We have not corrected these differences identified by and brought to the attention from the auditor firstly, because we are reasonably confident that the final cost of appeals will be relatively close to the Council's estimate based on historical levels of appeals, and secondly because the impact on the Council's overall financial position is not material, taking account of the business rates challenges reserve of approximately £1m, and a General Fund balance of over £10m.

6. B. Fraud

1. We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud.
2. We have disclosed to you the results of our assessment of the risk that the consolidated and council financial statements may be materially misstated as a result of fraud.
3. We have no knowledge of any fraud or suspected fraud involving management or other employees who have a significant role in the Group and Council's internal controls over financial reporting. In addition, we have no knowledge of any fraud or suspected fraud involving other employees in which the fraud could have a material effect on the consolidated or council financial statements. We have no knowledge of any allegations of financial improprieties, including fraud or suspected fraud, (regardless of the source or form and including without limitation, any allegations by "whistleblowers") which could result in a misstatement of the consolidated or council financial statements or otherwise affect the financial reporting of the Group and Council.

C. Compliance with Laws and Regulations

1. We have disclosed to you all known actual or suspected noncompliance with laws and regulations whose effects should be considered when preparing the consolidated and council financial statements.

D. Information Provided and Completeness of Information and Transactions

1. We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters as agreed in terms of the audit engagement.
 - Additional information that you have requested from us for the purpose of the audit and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

2. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
3. We have made available to you all minutes of the meetings of the Council, Audit Committee and Executive (or summaries of actions of recent meetings for which minutes have not yet been prepared) held through the year to the most recent meeting on the following date: 18 September 2014.
4. We confirm the completeness of information provided regarding the identification of related parties. We have disclosed to you the identity of the Council's related parties and all related party relationships and transactions of which we are aware, including sales, purchases, loans, transfers of assets, liabilities and services, leasing arrangements, guarantees, non-monetary transactions and transactions for no consideration for the period ended, as well as related balances due to or from such parties at the year end. These transactions have been appropriately accounted for and disclosed in the consolidated and council financial statements.
5. We have disclosed to you, the group and Council has complied with, all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.

E. Liabilities and Contingencies

1. All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the consolidated and council financial statements.
2. We have informed you of all outstanding and possible litigation and claims, whether or not they have been discussed with legal counsel.
3. We have recorded and/or disclosed, as appropriate, all liabilities related litigation and claims, both actual and contingent, and have disclosed in Notes 36-38 to the consolidated and council financial statements all guarantees that we have given to third parties.
4. All potential liabilities and contingencies relating to contract disputes have been appropriately assessed and disclosed in the Council's financial statements in accordance with the Code of Practice for Local Authority accounting.

F. Subsequent Events

1. Other than the establishment of the four new group companies described in Note 47 to the financial statements, there have been no events subsequent to period end which require adjustment of or disclosure in the financial statements or notes thereto.

G. Accounting Estimates

1. We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
2. Accounting estimates recognised or disclosed in the financial statements:
 - We believe the measurement processes, including related assumptions and models, we used in determining accounting estimates is appropriate and the application of these processes is consistent.
 - The disclosures relating to accounting estimates are complete and appropriate in accordance with the applicable financial reporting framework.

- The assumptions we used in making accounting estimates appropriately reflects our intent and ability to carry out specific courses of action on behalf of the entity, where relevant to the accounting estimates and disclosures.
- No subsequent event requires an adjustment to the accounting estimates and disclosures included in the financial statements.

H. Group Audits

1. Necessary adjustments have been made to eliminate all material intra-group unrealised profits on transactions amongst parent, subsidiary undertakings and associated undertakings

I. Retirement benefits

1. On the basis of the process established by us and having made appropriate enquiries, we are satisfied that the actuarial assumptions underlying the scheme liabilities are consistent with our knowledge of the business. All significant retirement benefits and all settlements and curtailments have been identified and properly accounted for.

J. Use of the Work of an Expert

1. We agree with the findings of Barnett Waddingham engaged to provide IAS19 valuation services for the defined benefit pension scheme as set out in Note 19 and have adequately considered the qualifications of the experts in determining the amounts and disclosures included in the financial statements and the underlying accounting records.
2. We believe the measurement processes employed, including related assumptions and models, in determining accounting estimates is appropriate and consistent with our expectations.
3. We did not give or cause any instructions to be given to the experts with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an effect on the independence or objectivity of the experts.

Yours Faithfully,

Graham Ebers, Strategic Director Resources

I confirm that this letter has been discussed and agreed at the Audit Committee on 23 September 2014

Guy Grandison, Chairman of Audit Committee

Schedule Identifying Unadjusted Differences

The table below shows the unadjusted items as included in Appendix 1 of the Audit Committee Summary of the Audit Results Report ISA 260 for the year ended 31 March 2014.

Item of Account	Nature/Description	Type	Misstatement – not being adjusted
			£k Debit (Credit)
Provision for NDR appeals	Increase in expenditure charged to Collection Fund – 100%	Judgmental	504 Collection Fund - memorandum
Charge to provision and collection fund adjustment account (CFAA) – billing authority	Under estimate of NDR appeal provision – General Fund – 49% attributable to Wokingham	Judgmental	(246) Provisions 246 CFAA
Charge to CFAA and adjustment to surplus held on behalf of precepting authorities	Under estimate of NDR appeal provision – General Fund – 51% attributable to preceptors	Judgmental	258 Creditors (258) CFAA

WOKINGHAM

Borough Council

Statement of Accounts

For the Year Ended 31 March, 2014

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1. EXPLANATORY FOREWORD

This Statement of Accounts 2013/14 has been compiled in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom (The Code) and is the fourth set of accounts to be based on the International Financial Reporting Standards (IFRS). The Code has been developed by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Local Authority (Scotland) Accounts Advisory Committee (LASAAC) Code Board under the oversight of the Financial Reporting Advisory Board.

The Code specifies the principles and practices of accounting required to give a 'true and fair' view of the financial position of a local authority. It requires the publication of the following statements for Wokingham Borough Council:

- Movement in Reserves Statement
- Comprehensive Income and Expenditure Statement
- Balance Sheet
- Cashflow Statement
- Housing Revenue Account
- Collection Fund
- Group Accounts
- Annual Governance Statement

A brief explanation of each statement, their purpose and the relationship between them 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 'useable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Council's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance and the Housing Revenue Account for council tax setting and dwelling rent setting purposes. The Net Increase / Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance and Housing Revenue Account Balance before any discretionary transfers to or from earmarked reserves undertaken by the Council.

Comprehensive Income and Expenditure Statement

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

Balance Sheet

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Council. The net assets of the Council (assets less liabilities) are matched by the reserves held by the Council.

Reserves are reported in two categories: usable reserves and unusable reserves.

- a) Usable Reserves are those 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 can only be used to fund capital expenditure or repay debt)
- b) Unusable Reserves cannot be used to provide services. They include
 - reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets were sold;
 - reserves that hold timing differences shown in the Adjustments between accounting basis & funding basis under regulations (Note 5) line in the Movement in Reserves Statement

Cash Flow Statement

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.

Housing Revenue Account

The Housing Revenue Account (HRA) is a record of revenue expenditure and income relating to the Council's housing stock. Its primary purpose is to ensure that expenditure on managing tenancies and maintaining dwellings is balanced by rents charged to tenants. Consequently, the HRA is a statutory account, ringfenced from the rest of the General Fund so that rents cannot be subsidised from council tax or vice versa.

Collection Fund

The inclusion of a Collection Fund Statement within the Statement of Accounts is required for every council tax billing authority in England. The account reflects the statutory requirement for billing authorities to establish and maintain a separate fund for the collection and distribution of amounts due in respect of council tax and Non-Domestic Rates (NDR). The statement also shows the distribution of council tax income that Wokingham Borough Council collects on behalf of the other precepting authorities within the area: Thames Valley Police, Royal Berkshire Fire Authority and the Parish and Town Councils of the borough). The statement also shows the distribution of NNDR surpluses or deficits between Wokingham Borough Council, Central Government, and the Royal Berkshire Fire Authority from 2013/14 onwards. However, only Wokingham Borough Council's share of the Collection Fund is accounted for within the Comprehensive Income and Expenditure Statement and Balance Sheet.

Group Accounts

Where an authority has material interests in subsidiaries, associates and / or jointly controlled entities, there is a requirement to prepare group accounts.

The Council set up a holding company in October 2013, WBC Holdings Ltd, whose main purpose is to coordinate the management of the Council's interests in the companies included in the group

accounts, which are summarised below. The company is 100% owned by the Council and is expected to become operational during 2014/15.

Wokingham Enterprises Ltd (WEL) is a company wholly owned and set up by Wokingham Borough Council for the purpose of enabling the regeneration of the town centre of Wokingham. The 2013/14 accounts will be the fourth to incorporate summary group accounts for WEL which are presented in notes 52 to 59 of the Financial Statements. The main purpose of WEL was the trading activity of property investment. However, WEL sold all of its trading assets to Wokingham Borough Council in March 2013, and the £9.405m receipts were used by WEL to repay most of their loan from the Council. As at 31 March 2014, WEL is not undertaking any trading activity.

Optalis Ltd is a company wholly owned and set up by Wokingham Borough Council to provide community care services to members of the public on behalf of the Council and to the private sector. The company was established in June 2011 and the 2013/14 accounts will be the third to incorporate summary accounts for Optalis Ltd. The company issued 50,000 £1 shares in 2012/13 which the Council subscribed to in full and paid for in April 2013. Optalis established two companies in 2013/14 whose main purpose is provision of care services, and these are 100% owned by Optalis.

Wokingham Housing Ltd is a company wholly owned and set up by Wokingham Borough Council to provide housing services to members of the public on behalf of the Council. The company was established in 2011 and it became operational in 2012/13. The company produced its first set of accounts in 2012/13 and the 2013/14 Group Accounts are the second to include Wokingham Housing Ltd accounts. Wokingham Housing issued 1,000,000 £1 shares in 2012/13 which the Council subscribed to, and paid for, in full. The cash was used to fund construction works during 2012/13. Wokingham Housing issued a further 899,000 £1 shares in 2013/14 which the Council subscribed to, and paid for, in full. The cash received has also been used to fund construction of housing. Wokingham Housing set up a 100% owned subsidiary in 2013, Loddon Homes Ltd, whose main purpose is the construction and subsequent management of specific housing developments on behalf of Wokingham Housing Ltd.

A summary of the financial performance of each company is set out later in the Explanatory Foreword.

Annual Governance Statement

Local authorities are required to conduct a review at least once a year of the effectiveness of its system of internal control and include a statement reporting on the review with any Statement of Accounts. This provides assurance that the Statement of Accounts gives a true and fair view of the Council's financial position at the reporting date and its financial performance during the year. The Annual Governance Statement sets out the framework within which the control environment is managed and reports on areas of strengths and weaknesses.

Financial Performance

Following the Local Government Finance Settlement in January 2013, Wokingham Borough Council suffered a reduction in formula grant of 10.3% in 2013/14 compared to 2012/13, and this was in addition to the 10.4% reduction in 2012/13, which was the worst funding settlement since it became a Unitary Authority in 1998.

The housing revenue account subsidy system ended in April 2012. Under the Localism Act, the Council took control of its housing rental income thus enabling more effective planning for the long term management of these key assets. In return Wokingham took on its share of the £28bn national housing debt as part of the self financing settlement. The payment made in March 2013 to

the Department of Communities and Local Government amounted to £95m, which was funded by additional external loans of £87m which the Council entered into in 2011/12, and internal resources of £8m. The Council repaid a loan of £2.7m to the Public Works Loan Board (PWLb) in March 2014, in accordance with the agreed loan repayment schedule, which reduced the external loans to approximately £84m at 31 March 2014.

The financial climate remains difficult with returns on investments being low. The Council has continued to fund an appropriate element of its capital expenditure from its cash balances, rather than investing with minimal returns.

General Fund Service Expenditure 2013/14

The Council approved a revenue budget of £127.7m (£112.6m net expenditure plus £15.1m depreciation) at its meeting on 21 February 2013. The following table analyses Wokingham Borough Council's outturn (actual) and budgeted net expenditure by service, as at 31 March 2014, as reported to the Council's Executive on 26 June 2014. The approved budget figures shown below include approved carry forwards from 2012/13, plus supplementary estimates made during 2013/14.

Service	End of Year Position		Net Over / (Under) Spend £,000
	Approved Budget £,000	Outturn Actual £,000	
Business Assurance & Democratic Services	43	45	2
Resources	9,436	9,360	(76)
Chief Executive's Office	4,267	4,270	3
Children's Services	33,956	33,799	(157)
Health and Wellbeing	45,571	45,562	(9)
Governance Services	341	208	(133)
Neighbourhood Services	29,810	29,671	(139)
Development and Regeneration	5,235	4,398	(837)
Change and Improvement	476	531	55
Net Expenditure before Carry Forwards	129,135	127,844	(1,291)
Supplementary Estimate – Flooding Programme			500
Approved Carry Forwards to 2014/15			602
Total Net Expenditure			(189)

To enable a clearer appraisal of the variances, the above table does not include grants and contributions, revenue expenditure funded from capital under statute or International Accounting Standards (IAS) 19 pension adjustments because these are all internal accounting adjustments. The approved budget includes new budget approvals (supplementary estimates) that have been agreed during the year.

The main reasons for the underspend of £189k, and the major amounts to be carried forward to 2014/15, are set out below :

- Children's Services: Placements increased cost and activity totalled £1.37m. This extra expenditure was offset by Safeguarding & social care savings of £933k including one-off joint arrangement, and free childcare savings of £254k for two year olds following significantly lower take-up levels. In addition, Learning and Achievement savings of £424k included projects and payments to third parties;
- Governance Services: Additional income of £59k was secured from work carried out by SDL solicitor and only one election and no or referendums occurred 2013/14 giving a saving of £76k;
- Neighbourhood Services: Additional income for registrars of £33k and car parks £11k, and underspends in S106 income of £95k, will be carried forward to 2014/15; and
- Development and Regeneration: Salary savings of £200k. Sustainable Places saving of £229k requested to be carried forward to 2014/15 and Development & Regeneration savings of £221k to be carried forward to 2014/15.

Capital Expenditure in 2013/14

The Council's capital expenditure in the year totalled £44.1m (2012/13 £41.4m) as set out in the following statement.

Service	Actual 2013-14 £,000
Children's Services	21,985
Development and Regeneration	3,920
Health and Wellbeing	6,908
Neighbourhood Services	9,211
Resources	296
Transformation	1,790
Grand Total	44,110

The major schemes in 2013/14 over £0.5m were:

Service	Summary Scheme	Actual 2013-14 £,000
Children's Services	Basic Needs – Building 3 new Primary Schools	10,737
Children's Services	Basic Needs - Extensions to existing Primary Schools	6,599
Children's Services	Aspire Project - provide education and business centre for the most vulnerable young people in Wokingham	721
Development and Regeneration	Wokingham Town Centre Regeneration including Peach Place Refurbishment	3,097
Health and Wellbeing	Council housing – Various refurbishment programmes	4,736
Health and Wellbeing	Share Capital Investment in Wokingham Housing Limited (re Hillside Park development)	900
Neighbourhoods	Highways -Improvements/ resurfacing of carriageways to improve highway safety and street lighting upgrading / replacement	3,177

Neighbourhoods	Integrated Transport Schemes - Including improvements to cycle, footway and highway facilities.	2,272
Neighbourhoods	Station Link Road, Wokingham	1,579
Neighbourhoods	Contribution to construction of new station	1,250
Neighbourhoods	Various schemes including leisure, safety, and waste.	1,209
Resources	Technology Futures Programme - The Councils major technology projects including infrastructure improvements, technology refresh and application/ business technology improvements.	1,133

The Council's capital expenditure was financed through a mixture of grant funding (£27.3m), capital receipts (£1.3m), revenue contributions (£5.1m), capital contributions (£4.8m) and internal borrowing (£5.6m), as appropriate. See Note 24 for a detailed analysis of capital expenditure.

Financial Issues Affecting 2013/14

Accounting for Pensions

The Council records costs related to its pension schemes when they are earned by employees. However, the charge that the Council is required to make to the General Fund is based on the cash payable in the year. In accordance with International Accounting Standard (IAS) 19, the Council's balance sheet recognises a liability of £168.2m at 31 March 2014 (£159.6m at 31 March 2013). This represents funded liabilities of £125.2m for the Wokingham Borough Council Pension Fund, and £43m for the Council's share of the Royal County of Berkshire's Pension Fund (£45.7m at 31 March 2013). More information about the costs and accounting treatment for the Council's pension schemes is set out below and in note 19, including the accounting changes required under IAS 19. In addition, one of the Council's group companies, Optalis, had a pension deficit of £4.3m at 31 March 2014 (£3.5m at 31 March 2013) which the Council has guaranteed to fund if necessary. This increases the Council's overall pension deficit as included in the group accounts at 31 March 2014 to £172.5m (£163.1m at 31 March 2013)

The deficit was reviewed over the long-term as part of the triennial actuarial valuation effective from 31 March 2013 and is being addressed through increased employer and employee contributions as necessary to ensure the pension scheme returns to a 100% funding level over an appropriate period of time.

Material amounts affecting the 2013/14 Statement of Accounts

The 2013/14 Statement of Accounts includes the impact of several material amounts in the Council's main financial statements, including the Comprehensive Income and Expenditure Statement and the Balance Sheet as set out below:

Material amounts reflecting a real transfer of assets and changes to expenditure and income

- In 2013/14, one school transferred to academy status, the Forest secondary school, compared to none in 2012/13, and three in 2011/12. From the point at which schools

become academies, they are largely financially independent of the Council. Income and expenditure in respect of these schools is only included in the Council's accounts up to the date on which they entered into Academy status. Schools that have become academies receive Dedicated Schools Grant (DSG) and other funding directly from the Department for Education. In addition, school buildings, together with the relevant school reserves and any other relevant assets or liabilities are transferred to the schools, and are not included in the Council's balance sheet after the date of transfer. The Forest school had an estimated value of £26.8m, which was written out of the Council's accounts during 2013/14.

The net financial effect of the transfer of the Forest school to academy status in July 2013 is close to nil as the annual cost of running the school of £4.5m was largely funded by DSG and other grants. However the Children's Service expenditure and income have each been reduced by approximately £3.3m in 2013/14 (increasing to £4.5m from 2014/15 onwards) compared to the last financial year (2012/13) prior to the school entering academy status.

- The 2013/14 financial year was the first year of the new localised council tax benefits scheme. The previous Council Tax Benefit annual grant of approximately £4.5m has been incorporated into Formula Grant, less a reduction of 10%. This reduction in grant has been funded by new council tax charges for empty and second homes, as well as charges to households which were in receipt of council tax benefit.
- 2013/14 was also the first year of the Business Rates Retention Scheme, which incentivises local authorities to maximise their business rates income by allowing them to retain a portion of any surpluses or deficits above a baseline set by Government, which was based on previous years' business rates. In 2013/14, the Council originally estimated that it would need to set aside £3m in a provision for appeals in the Collection Fund, to refund business rates where businesses have successfully appealed against their property valuations. Based on the outcome of appeals to date, the required provision for appeals is significantly less, and now estimated at £1.25m. A net deficit of approximately £0.9m was incurred in 2013/14 for Non Domestic Rates.
- Some specific Government grants received in 2012/13 were transferred into Formula Grant from 2013/14 onwards, the larger grants comprised £3.85m for the former Early Intervention grant (EIG), £7m for the Learning Disability and Health Reform grant, and £3.9m for Council Tax benefit support grant, plus £2m of Council Tax Freeze grant. One new grant was transferred out from Formula Grant, the Education Services Grant, which was £2.655m in 2013/14, which was established to identify the notional cost of council support to schools to assist with identification of funding for transfers of academies. In addition the new Public Health Grant commenced in 2013/14 and was £3.839m.
- From 1 April 2013 onwards the responsibility for Public Health services transferred from the NHS to the relevant local authorities. The Government's intention was that the financial impact of the transfer should be neutral across all organisations, and provided a grant to each authority to cover the estimated cost of the service for each authority. The cost of the service in Wokingham was £2.6m in 2013/14, which was funded by the ring-fenced Public Health grant of £3.839m, £800k of which has been carried forward to support expenditure in 2014/15.

Material amounts in respect of Technical Accounting Adjustments

The 2013/14 Statement of Accounts also includes the impact of several material amounts in the Comprehensive Income and Expenditure Account which relate to the application of accounting practices rather than in year expenditure. These are:

- The overall deficit position on the Council's pension schemes has increased by £8.6m from £159.6m at 31 March 2013 to £168.2m at 31 March 2014. The main causes for this change are liabilities increasing faster than the expected return on fund assets.
- Approximately 20% of the Council's non-current assets have been revalued, as part of the 5 year rolling revaluation programme, in accordance with the Council's accounting policies. This has resulted in a revaluation gain of £6m partially offset by a loss of £1.2m largely on impairments of housing properties to be demolished at Eustace Crescent prior to construction of new housing developments. The Council also revalued all of its investment properties, which is required annually under IFRS, which resulted in a gain of £1m.

IAS 19 Pensions Prior Year Adjustments and Prior Period Adjustment

The International Accounting Standards Board (IASB) has approved changes to International Accounting Standard (IAS) 19 for pensions accounting, which applies for company accounting periods beginning on or after 1 January 2013. The Code requires local authorities to show the impact of the changes in the financial year prior to their implementation, i.e. in 2012/13. The IAS 19 changes are technical in nature and do not affect the Council's 2012/13 deficit on the Comprehensive Income and Expenditure Statement, the Balance Sheet, or reserves. However, there are a number of changes which must be identified and they impact upon three main financial statements for 2012/13 – the Movement in Reserves, the Comprehensive Income and Expenditure Statement, and the Cash Flow statement, plus several individual notes, as well as Group Accounts. A prior period adjustment has been made to the relevant 2012/13 statements and several notes and is explained in note 7a.

Treasury management

Loans to Icelandic Banks

Early in October 2008, the Icelandic bank Landsbanki, Kaupthing and Glitnir collapsed and the UK subsidiaries of these banks, Heritable, Kaupthing Singer and Friedlander went into administration. The Council had £3m deposited with Heritable and £2m with Landsbanki, with varying maturity dates and interest rates. In relation to Heritable Bank the council had received information that it would recover a total of 88% by the end of January 2014. In relation to Landsbanki the Council had expected to recover 100% of its £2m investment on a phased basis to December 2019.

However, it can be confirmed that the total recovery from Heritable Bank is 94% as due to the improving economic situation, defaults were less than expected and the bank received more funds with which to make higher repayments to its lenders. The final funds were also received in respect of the Landsbanki loans in 2013/14 as the Council agreed to sell its interests to a third party in an auction process along with a large number of other local authorities which had also lent money to Landsbanki. The outcome was that the Council received the outstanding funds in 2013/14, less a small discount, in place of the more risky previous arrangement to receive the remaining funds on a phased basis to 2019.

Further information on the Icelandic loans, the repayment schedule, and the impairments made, are set out in Note 32.

Long Term Borrowings, Borrowing Facilities, and Authorised Debt Levels

The outstanding balance of long term loans to external bodies at 31 March 2014 is £131.9m (£134.8m at 31 March 2013). The reduction was largely due to repayment of a £2.7m loan by the HRA in 2013/14. No additional borrowing was entered into during 2013/14, apart from a £120k loan from the Local Enterprise Partnership (LEP). The authorised borrowing limit, which is the maximum amount which the Council can borrow at any time, was £223m, compared to £202m in 2012/13.

The approved operational boundary, which is the expected maximum external debt at any stage in the financial year, was £212m, compared to £190m in 2012/13.

Investments

The Council has considerable cash reserves arising from grants received in advance, general fund and other reserves, and from cash flow management. The total investments at 31 March 2014 were £57.5m, £26.3m of which was invested using in-house management and £31.2m by professional fund managers. The investment fund managers for 2013/14 were Royal London Asset Management (RLAM) and Scottish Widows Investment Partnership (SWIP), the same managers as for 2012/13. Investment returns for 2013/14 have again been low given the small number of high quality counterparties to which the Council will lend money, and the low level of returns possible. The amounts managed by RLAM and SWIP as at 31 March 2014 were £16.8m and £14.4m respectively. The interest earned on the Council's external investments was £0.4m in 2013/14 (£0.5m in 2012/13) reflecting the low interest rates achievable in 2013/14.

Flood Support

The Council has provided a sum of £0.5m in 2013/14 to help householders and businesses affected by the severe weather in the Spring of 2014. This is in addition to government funded support of £68k already awarded in 2013/14 to support businesses affected by the bad weather.

Group Accounts

The Council's Group Accounts are set out in Section 8 together with the relevant notes 52 to 58.

Wokingham Enterprise Limited (WEL) is a wholly owned subsidiary of Wokingham Borough Council. Incorporated as a trading company in December 2009, the main trading activity was that of property investment until WEL sold all its trading assets back to the Council in March 2013 for £9.3m. The Company was not trading during 2013/14, and after settling outstanding liabilities has £2k in cash and no other assets.

Optalis Ltd achieved an operating surplus of £5k in 2013/14 (£98k deficit in 2012/13). Turnover was £10.6m in 2013/14 compared to £10.94m in 2012/13 reflecting the increased level of services provided by the company, mostly to the Council. Optalis has only £0.25m of fixed assets, comprising IT equipment, and premises refurbishments. The Council has undertaken to guarantee to fund any pension deficits for Optalis staff in the Local Government Pension Scheme (LGPS); at 31 March 2014 the deficit was £4.366m (£3.521m deficit at 31 March 2013).

Wokingham Housing Limited's accounts are included in the Council's Group Accounts for the second time in 2013/14. A deficit of £610k was incurred in 2013/14 comprising running costs of £0.2m, and a non cash revaluation loss of £0.4m (£93k deficit in 2012/13), while expenditure on construction works was approximately £0.9m (£609k in 2012/13). The company started to rent out properties to its tenants during 2013/14.

Outlook for 2014/15 and later years

Overall Financial Position

The overall financial climate continues to be severe and is expected to remain so for a number of years. Wokingham, as the poorest funded English unitary authority, will face a particularly difficult challenge. The overall impact on the Council in 2014/15 is a reduction in Formula Grant and other significant grants amounting to approximately £3m compared to 2013/14. The Council was also

notified of a further reduction in 2015/16 in overall grant funding of approximately £3m. The Council will deal with the pressures arising from reductions in government grant, while at the same time meeting the cost of extra pressures on statutory services such as waste, highways and overall population growth

Regeneration and Strategic Developments

Although the Council faces significant financial pressures, it is taking the lead in developing regeneration projects to ensure that the local community is able to participate in opportunities and help stimulate economic growth. The Council is leading on the development of Wokingham Town Centre to ensure that it remains an attractive location for businesses to locate, and for people to live in and visit for shopping and recreational purposes. In addition, the Council has identified four Strategic Development Locations where new housing and employment opportunities will be located. The Council's Medium Term Financial Plan (MTFP) provides for considerable investment in these areas in 2014/15 and later years.

Community Infrastructure levy

The Planning Act 2008 introduced the Community Infrastructure Levy (CIL), a charge on all developments with an area greater than 100m² and all new residential units. The Council has approved a draft charging schedule with the intention of introducing a full scheme by April 2014. The levy will partly replace Section 106 developer contributions.

New Primary Schools

New primary schools were built during 2013 in response to demographic and other pressures. Two opened in September 2013 and are an academy in Wokingham based on two sites (Winnersh and Woosehill), and the Piggott Primary Academy at Charvil. The third school, an academy at Wheatfield in Winnersh, is due to open in September 2014.

Changes in Accounting Policies - Accounting Standards that have been issued but not yet adopted

The Council is required under IFRS to disclose information relating to the impact of an accounting change on the financial statements as a result of the adoption of a new standard that has been issued, but is not yet required to be adopted by the Council. There are several standards which will be implemented in 2014/15, and which are explained in note 2.



ANNUAL GOVERNANCE STATEMENT 2013/14

1. Scope of Responsibility

- 1.1 Corporate governance is a phrase used to describe how organisations direct and control what they do. For local authorities this also includes how a council relates to the communities that it serves.
- 1.2 At Wokingham Borough Council we are responsible for ensuring that financial management is adequate and effective and that we have a sound system of internal control to enable us to carry out our functions effectively and efficiently whilst ensuring that there are arrangements for the management of risk.
- 1.3 We must conduct a review, at least once a year, of the effectiveness of our system of internal control and report our findings in an annual governance statement. The statement must be prepared in accordance with proper practices and be reported to a committee of Councillors. This document comprises our annual governance statement for 2013/14.
- 1.4 The statement should be read alongside our planning, performance management and accountability arrangements described in:
 - A New Vision for the Wokingham Borough
 - Our plans and strategies including:
 - Wokingham Children and Young People's Plan 2012 -2015,
 - Adopted Wokingham Borough Core Strategy - January 2010,
 - Wokingham Health and Wellbeing Strategy July 2013,
 - Medium Term Financial Plan 2013 to 2014.

2. Context

- 2.1 The changing needs of our residents and communities, significant reductions in resources and central government reforms, present a challenge to all Councils. Wokingham Borough Council has ambitious plans regarding the delivery of 13,000 homes and the regeneration of Wokingham Town Centre. In addressing these challenges we must ensure that governance arrangements support the effective delivery of services and management of risk.
- 2.2 By applying the principles in our Code of Corporate Governance (summarised below) and applying our local codes of conduct for Members and employees, we commit to devising and delivering services to the residents of the Borough in a way that demonstrates accountability, transparency, effectiveness and integrity.
- 2.3 Our Local Code of Corporate Governance outlines our governance principles:



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- Focussing on the Council's purpose and community needs;
- Having clear responsibilities and arrangements for accountability;
- Good conduct and behaviour;
- Taking informed and transparent decisions which are subject to effective scrutiny and risk management;
- Developing the capacity and capability of members and officers to be effective; and
- Engaging with local people and other stakeholders.

3. The purpose of the governance framework

- 3.1 Our governance arrangements are designed to manage risk to a reasonable level. The arrangements cannot eliminate all risks but can provide reasonable assurance of our effectiveness.
- 3.2 The governance framework has been in place for the year to the date of approval of this annual governance statement.

4. The governance framework

- 4.1 Our governance framework in Wokingham Borough comprises the systems and processes, and culture and values that allow us to achieve our strategic objectives and establish the extent to which services are delivered in an appropriate and cost effective way.
- 4.2 These are summarised below:
- Our vision; that is our shared priorities and intended outcomes for residents and service users documented in "A New Vision for the Wokingham Borough", Interim Corporate Plan 2012-15, and other documents contained in our Budget and Policy Framework;
 - The committees, boards and task and finish groups we have established to ensure democratic engagement and accountability is central to our key and other important decisions;
 - Our arrangements for the oversight and scrutiny of decisions and policy development by councillors;
 - Delegation and sub delegation arrangements which document the roles and responsibilities of executive and non-executive councillors and our statutory (and other senior) officer functions;
 - Our risk, performance and accountability arrangements that measure the quality of services; ensuring they are delivered in accordance with our objectives and that they represent the best use of resources;



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- Our Values and codes of conduct which underpin how Members and employees work;
- Our arrangements for consultation and engagement with the community, particularly focussed to help ensure engagement with residents;
- Our arrangements to safeguard our most vulnerable citizens including fully embracing the role of independent chairs of safeguarding boards for children and adults;
- An effective and independent Internal Audit service.
- Our procedure rules and internal management processes for;
 - Financial management
 - Procurement
 - Information governance and data security
 - Health and safety
 - Decision making
 - Whistleblowing and complaints handling
 - Anti-fraud & corruption

5. Review of Our Effectiveness

5.1 Establishing and monitoring the achievement of the Council's objectives

The Council's vision, principles, priorities and values were agreed by elected members and officers in 2012. An interim corporate plan has been operational during 2013/14. The council's vision, principles, priorities and values were used to inform service plans for 2013/14 and individual objectives with the Council's values being part of every officers performance review.

5.2 The 2014/15 service plan process included informal consultation with Members. This process included three broadly based thematic reviews. The service plan template contained performance indicators (to address new corporate priorities) and benchmarking (to review our services against others and identify efficiencies).

5.3 The Facilitation of Policy and Decision Making

The Council has a written constitution, as required by the Local Government Act 2000. For the financial year 2013/14 it was based on the Executive – Leader/ Cabinet Model (as set out in the Local Government and Public Involvement in Health Act 2007). The Executive acted collectively and as individuals in accordance with the relevant protocol agreed in 2006. The constitution is divided into sections which include articles which set out the basic rules governing the Council's business and more detailed procedures, codes of practice, rules of procedure and protocols. These include: Executive Procedures Rules; Overview and Scrutiny Procedures Rules; Members Code of Conduct; Protocol on Member/ Officer Relations; Access to Information



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Procedure Rules as well as the Scheme of Delegation to Officers and the Council's Financial and Procurement Rules.

- 5.4 Meetings are open to the public except where personal or confidential matters are being disclosed. In addition, senior officers of the Council can make decisions under delegated authority. Proposed changes to the constitution are considered in advance of Council approval by the Constitution Review Working Group.
- 5.5 The Council has a robust decision making process which provides for both Executive and individual Executive decisions. Individual Executive decisions are taken in accordance with chapter 5.5 of the Council's constitution. All decisions are advertised and are supported by a formal public report which is produced five clear working days in advance of the decision being taken. All decision making meetings are public meetings. Both Executive and individual Executive decisions are subject to documented 'Call-In' arrangements except when exempt information is to be discussed.
- 5.6 Policy is considered and formulated by Executive Members of the Administration, who are advised by senior officers. Supported policies are presented to Executive/ Council for formal approval.
- 5.7 The Council has designated the Head of Governance and Improvement as Monitoring Officer. It is the function of the Monitoring Officer to ensure compliance with established policies, procedures, laws and regulations. After consulting with the Head of Paid Service (Chief Executive) and Chief Finance Officer (Director of Finances and Resources), the Monitoring Officer will report to Council if it is considered that any proposal, decision or omission would give rise to unlawfulness, or maladministration. Such a report will have the effect of stopping the proposal or decision being implemented until the report has been considered. No such report has been issued during the 2013/14 financial year.
- 5.8 The Chief Executive, Director of Finances and Resources and Head of Governance and Improvement (Monitoring Officer) are part of the Council's Corporate Leadership Team and have access to all decision making meetings.
- 5.9 The Financial Management of the Council and the Reporting of Financial Management
- 5.10 The Medium Term Financial Plan (MTFP) provides a strategic overview of the Council's financial position over a three year period to provide a longer-term view. It includes the Council's resources requirements and performance targets (outputs) over the medium term. It also includes a service narrative, financial risk analysis, reserve policies and covers both revenue and capital. The MTFP incorporates the financial plans with our key partners over a three year period.
- 5.11 The financial management arrangements of the Council are brought together in the Financial Regulations and Budget Management Protocol which identifies roles, responsibilities, policies, procedures and processes.



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- 5.12 There is appropriate monitoring of the revenue and capital budget by CLT/Executive Leads/Special Finance Group and Executive. The Statement of Accounts produced at financial year-end is approved by the Audit Committee on behalf of the Council.
- 5.13 The financial management of the authority is conducted in accordance with the financial rules set out in Part 4 of the constitution (the Financial Regulations) and the Medium Term Financial plan (Budget Management Protocol).
- 5.14 The Performance Management System of the Council and the Reporting of Performance Management
- In 2013/14 performance management was delivered through each service's service plan. The has adopted the Balance Scorecard methodology and this is reviewed by CLT and Overview and Scrutiny
- 5.15 The Risk Management of the authority and the Reporting of Risk Management
- The process, roles and responsibilities of members, committees and staff are laid out in the Council's Enterprise Risk Management Policy. A refresh of the Council's Risk Management Policy and Guidance took place in 2013/14. The CLT has responsibility for the Corporate Risk Register (CRR) and for refreshing this on a regular basis. The CRR is presented to the Audit Committee and forwarded to Executive members for information and reference.
- 5.16 A Risk Management Group consisting of representatives from all service areas continues to meet quarterly. The group helps to facilitate the production and refresh of both the corporate and service risk registers. This group ensures that risks are considered both vertically and horizontally.
- 6. Review of Effectiveness of Wokingham Borough Council's Governance Framework**
- 6.1 This review of effectiveness is informed by:
- the work of the Corporate Leadership Team, who have responsibility for the development and maintenance of the Council's governance environment;
 - the Head of Internal Audit's Annual Internal Audit Report; and
 - comments made by the external auditors and other review agencies and inspectorates.
- 6.2 The draft Annual Governance Statement is considered by the Extended Corporate Leadership Team and is subsequently reviewed and endorsed by the Audit Committee prior to presentation at Council as part of the audited financial statements.
- 6.3 Review of the Effectiveness of the System of Internal Control
- The Council has developed an Assurance Framework to maintain and review the system of internal control. Assurances are provided by a number of sources including Internal Audit and Investigations coverage, annual Management Assurance Statements, the Performance



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Management system, the Risk Management system, External Audit coverage and other external inspections (e.g. Ofsted and the Care Quality Commission).

6.4 The Team Manager – Business Improvement (and Head of Internal Audit) produces an Annual Internal Audit Report which is submitted to the Audit Committee and includes an opinion on the effectiveness of the system of internal control. The Internal Audit function is subject to review by External Audit (Ernst & Young) who place reliance on the Internal Audit work carried out on the Council's key systems.

6.5 Management Assurance Statements have been completed by the Council's 4 Directors and 2 Heads of Service. These have been reviewed collectively by CLT as part of the process for compiling the Annual Governance Statement.

6.6 Review of the Effectiveness of Internal Audit

The Accounts and Audit (Amendment) Regulations 2011 require relevant bodies to review the effectiveness of their system of internal audit at least annually and to report this to their Audit Committee. A review of the effectiveness of Internal Audit and Counter Fraud Arrangements was conducted in 2013/14 and concludes that Internal Audit and Investigations are effective and complies with the Public Sector Internal Audit Standards.

6.7 The review made some recommendations on areas which can be strengthened, but none of these raised concerns over the effectiveness of Internal Audit. The review will be reported to Audit Committee in July 2014.

7. Significant Governance Issues at Wokingham Borough Council

7.1 The significant issues raised during our review of the effectiveness of the governance framework and system of internal control are outlined below:

7.2 There were two significant breaches of the Data Protection Act which have been reported to the Information Commissioners Office. One related to the potential disclosure of sensitive information relating to two children and all staff are currently undertaking refresher training on our Information Security and Data Protection Policies and Procedures – this will be completed by the end of June. Mandatory training for the entire workforce is being rolled out currently. The other related to the disclosure of electoral registration data due to a third party software glitch. The council was one of 90 local authorities who use this software and immediate action was taken to inform affected residents and remove names and addresses from the public domain.

7.3 There have been a number of key vacancies, interim appointments and staff changes following the restructure of council staff. Services have been maintained during this period of uncertainty and staffing gaps in particular means that there is a risk that subsequent service deficiencies might come to light. The Council has completed a restructure of senior management with most roles now being filled permanently. A recruitment process is in place to fill the small number of vacant posts.



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- 7.4 The Council framework for managing major projects (which is based on PRINCE2 – an industry standard project management framework) is continuing to be strengthened, although managing major and complex projects continues to be difficult, particularly around capacity constraints and ensuring consistency of approach. Whilst aspects of the framework have been fully implemented and only one major project (see 7.5 below is rated 'Red', effective project governance and management remains a high priority).
- 7.5 The governance of the Wokingham Town Centre Regeneration project has not been completely effective throughout the year, which has led to the withdrawal of the key Planning Application and a review of the scope/requirements.
- 7.6 The Planning service capacity risks and financial pressures reported last year based around balancing normal operational activity with the implementation of the Strategic Development Locations in combination with Wokingham Town Centre regeneration remain as the economy recovers and application levels rise. As the economy recovers and the employment market for planners becomes more buoyant we are at risk to the loss of home grown and bespoke expertise which will be hard to replace.
- 7.7 Although much has been done to improve the structure of Governance around wholly owned companies, there still remains concerns around roles and responsibilities, particularly where Councillors are required to undertake multiple roles.
- 7.8 Overall, internal controls are robust, although given the issues outlined above there is scope to further strengthen the Council's internal control environment and overall assurance framework.
- 7.9 Action plans have been drawn up to address recommendations arising from the external and internal audit reports, findings from inspectorates and issues identified and reported by the Local Government Ombudsman.
- 7.10 Good governance is about running things properly. It is the means by which the Council shows it is taking decisions for the good of the people of the borough. Wokingham Borough Council is a learning organisation that is committed to continually improve the quality of services that meet resident's needs.

Signed:

Leader of the Council: *K.J. Baker*

Date: *8TH SEPTEMBER 2014.*

Chief Executive: *[Signature]*

Date: *4 SEPTEMBER 2014*

3. STATEMENT OF RESPONSIBILITIES

The Council's Responsibilities

The Council is required:

- To make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Strategic Director of Resources.
- To manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- To approve the Statement of Accounts.

The Responsibilities of the Director of Finance and Resources

The Director of Finance and Resources, in his capacity as the S151 Officer, is responsible for the preparation of the Council's Statement of Accounts which, in terms of the Chartered Institute of Public Finance and Accountancy (CIPFA) / Local Authority (Scotland) Accounts Advisory Committee (LASAAC) Code of Practice on Local Authority Accounting in United Kingdom, is required to present a true and fair view of the financial position of the Council at the accounting date and its income and expenditure for the year ended 31 March, 2014.

In preparing this Statement of Accounts, the Director of Finance and Resources has:

- selected suitable accounting policies and then applied them consistently;
- made judgments and estimates that were reasonable and prudent;
- kept proper accounting records which were up to date;
- taken reasonable steps for the prevention and detection of fraud and other irregularities;
- complied with the Code of Practice.

I hereby certify that the Statement of Accounts presents a true and fair view of the financial position of Wokingham Borough Council at the accounting date and its income and expenditure for the year ended 31 March, 2014.



Signature:
Graham Ebers
Director of Finance and Resources
Date: 23rd September 2014



Signature:
Guy Grandison
Chairman of the Audit Committee
Date: 23rd September 2014

4. AUDIT OPINION

5. STATEMENT OF ACCOUNTING POLICIES

The Statement of Accounts summarises the Council's transactions for the 2013/14 financial year and its position at the year end of 31 March 2014. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2011. They are required to be prepared in accordance with proper accounting practices.

This Statement of Accounts summarises the Council's and Group transactions for the 2013/14 financial year and its position at the year end of 31 March 2014. It has been prepared in accordance with the CIPFA Code of Practice on Local Authority Accounting in the United Kingdom (the Code) 2013/14. The statements comply with the CIPFA Service Reporting Code of Practice 2013/14 (SeRCOP), supported by International Financial Reporting Standards (IFRS) and other relevant statutory guidance.

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.

The Statements reflect the requirements of International Financial Reporting Standards (IFRS) by adopting the core accounting principles and concepts of:

- **Accruals Basis** – other than the Cash Flow Statement, the financial statements have been prepared on an accruals basis and 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
- **Understandability** – the statements have been prepared to ensure they are as easy to understand as possible
- **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, are complete within the bounds of materiality and cost 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
- **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
- **Legality** – where the accounting principles and specific legislation requirements are in conflict, the financial statements have been prepared to reflect legislative requirements

Where the Council is acting as an agent for another party (e.g., in the collection of business rates and council tax), income and expenditure are recognised only to the extent that commission is receivable by the council for the agency services or the Council incurs expenses directly on its own behalf in rendering the services.

1. Accruals of Income and Expenditure

Activity is accounted for in the year that it takes place and when a right to consideration exists, 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
- 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
- Interest payable on borrowings and receivable on investments is accounted for on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- 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 balance of debtors 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 they properly represent capital receipts or capital expenditure

2. Acquired Operations

The Council is responsible for the Public Health Service from 1 April 2013 onwards.

3. Discontinued Operations

The Council did not have any discontinued operations in the 2013/14 financial year.

4. Cash and Cash Equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of less than 24 hours.

Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with little risk of change in value.

5. 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.

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

Adjustments applicable to prior years arising from changes in accounting policies are accounted for by restating the comparative figures for the preceding period and by adjusting opening balances as if the new policy had always been applied.

Changes in accounting estimates are accounted for in the current and future years affected by the change but do not give rise to a prior year adjustment.

Material errors are corrected retrospectively by restating the comparative figures for the preceding period and by adjusting the opening balances.

7. Charges to Revenue for Non-Current Assets

General Fund service revenue accounts, central support services and trading accounts are charged with the following amounts to record the cost of holding fixed assets during the year:

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

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. Depreciation, revaluation and impairment losses and amortisations are therefore replaced by the 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.

8. Employee Benefits

i. Benefits Payable During Employment

Short term employee benefits are those to be settled within 12 months of the year end, for example wages and salaries, paid annual and sick leave, bonuses and non-monetary benefits such as cars. They are charged to the accounts in the period within which the employees worked. An accrual is made for the cost of any leave earned but not taken before the year end and which can be carried forward by the employee into the next financial year. The accrual is made at the wages and salaries rate in the new financial year as that will be when the employee will benefit. The charge is made to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement and then reversed out by a credit to the Accumulating Compensated Absences Adjustment Account through the Movement in Reserves Statement, allowing the benefit to be charged to revenue when the leave occurs.

ii. Termination Benefits

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 are charged on an accruals basis to the Non Distributed Costs line in the Comprehensive Income and Expenditure Statement.

Termination benefits involving pension enhancement are required by statutory provisions to be charged to the General Fund balance on the basis of the amount payable by the Council to the pension fund or the pensioner in the year not the amount calculated according to relevant accounting standards.

Appropriations are required to and from the Pensions Reserve in the Movement in Reserves Statement to remove the notional debits and credits for pension enhancement termination benefits and to replace them with debits for the cash paid to the pension fund, the pensioners and any amounts payable but unpaid at the year end.

iii. Post Employment Benefits

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

- The Teacher's Pension Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education (DfE)
- The Local Government Pension Scheme, administered by the Royal Borough of Windsor and Maidenhead Council

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

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

Local Government Pension Scheme

The Local Government Pension Scheme provides members of the scheme with defined benefits related to pay and service. The level of the employer's contribution is determined by triennial actuarial valuation. The latest review was undertaken as at 31 March 2013. Under Superannuation Regulations, the contribution rates are set to meet all the liabilities of the fund.

The Balance Sheet includes a Pension Reserve which includes the attributable share of the funds assets and liabilities that relate to the Council. Employer contributions will be adjusted in future years to account for any projected deficit.

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

Liabilities are discounted to their value at current prices, using a discount rate of 4.6% (based on the annualised yield at the 20 year point on the Merrill Lynch AA rated corporate bond curve, which has been chosen to meet the requirements of IAS 19 and with consideration of the duration of the employer's liabilities. This is consistent with the approach used at the previous accounting date).

The assets of the 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 valuation of quoted securities for the pension scheme is based on bid price rather than mid-market value.

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

Service cost comprising :

- current service cost – the increase in liabilities as result of years of service earned this year is allocated in the Comprehensive Income and Expenditure Statement to the revenue accounts of the services for which the employees worked.
- past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years – charged to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs.
- net interest on the net defined liability i.e. net interest expense for the authority – the change during the period in the net defined liability that arises from the passage of time charged to the Financing and Investment Income and Expenditure line in 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 liability at the beginning of the period, taking into account any changes in the net defined liability during the period as a result of contribution and benefit payments.

Remeasurement comprising :

- the return on plan assets – excluding amounts included in net interest on the net defined liability – 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 in the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.

Contributions paid to the Berkshire County Council Pension Scheme – cash paid as employer's contributions to the pension fund in settlement of liabilities is 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, pensioners and any amounts payable to the fund but unpaid at the year-end. The negative balance that arises on the Pension 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 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.

Details of the methods adopted in the valuation of scheme assets and liabilities are set out in the notes to the Balance Sheet.

9. Events After the Balance Sheet Date

These are events both favourable and unfavourable, which occur between the end of the Balance Sheet date and the date when the Statement of Accounts is authorised for issue:

- **Adjusting Event**

The Statement of Accounts is adjusted to reflect events where there is evidence that conditions existed at the Balance Sheet date

- **Non-Adjusting Event**

Where an event is indicative of conditions that arose after the Balance Sheet date, the Statement of Accounts are not adjusted. However, the following will be disclosed for each material category of non-adjusting event:

- the nature of the event, and
- an estimate of the financial effect, or a statement that such an estimate cannot be made reliably.

The date when the Statement of Accounts was authorised for issue and who gave the authorisation is disclosed in the notes to the accounts.

10. Financial Instruments

i. Financial Liabilities

Financial liabilities are initially measured at fair value and carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. 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 most of the borrowings that the Council has, 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.

The Council does not issue bonds.

Gains and losses on the repurchase or early settlement of borrowing are credited and debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement in the year of repurchase / settlement. However, where repurchase has taken place as part of a restructuring of the loan portfolio that involves the modification or exchange of existing instruments, the premium or discount is respectively deducted from or added to the amortised cost of the new or modified loan and the write-down to the Comprehensive Income and Expenditure Statement is spread over the life of the loan by an adjustment to the effective interest rate.

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact on the General Fund Balance to be

spread over future years. The Council has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it was repaid. The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

ii. Financial Assets

Financial assets are classified into two types:

- loans and receivables – assets that have fixed or determinable payments but are not quoted in an active market
- available-for-sale assets – assets that have a quoted market price and / or do not have fixed or determinable payment

a. Loans and Receivables

Loans and receivables are initially measured at fair value and are subsequently carried at their amortised cost. Annual credits to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the asset multiplied by the effective rate of interest for the instrument. 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.

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

Sometimes the Council may make loans at less than market rates. These are called soft loans. Due to the low value of advances made which may be considered as soft loans, the Council applies de minimis principles to soft loans.

b. Available for Sale Assets

Available-for-sale assets are initially measured and carried at fair value. Where the asset has fixed or determinable payments, annual credits to the 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 (eg, dividends) is credited to the Comprehensive Income and Expenditure Statement when it becomes receivable by the Council.

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

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

Changes in fair value are balanced by an entry in the Available-for-Sale Reserve and the gain / loss is recognised in the Surplus or Deficit on Revaluation of Available-for-Sale Financial Assets. The exception is where impairment losses have been incurred –

these are debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement, along with any net gain or loss for the asset accumulated in the Available-for-Sale Reserve.

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

Any gains and losses that arise on the de-recognition of the asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement, along with any accumulated gains or losses previously recognised in the Available-for-Sale Reserve.

Where fair value cannot be measured reliably, the instrument is carried at cost (less any impairment losses).

11. Foreign Currency Translation

Income and expenditure arising from a transaction denominated in a foreign currency is translated into £ sterling at the exchange rate in operation on the date on which the transaction occurred. If the rates do not fluctuate significantly, an average rate for a period is used as an approximation. Where the transaction is to be settled at a contracted rate, that rate is used.

At each Balance Sheet date, monetary assets and liabilities denominated in a foreign currency are reconverted at the spot exchange rate at 31 March or, where appropriate, the rates of exchange fixed under the terms of the relevant transactions. Resulting gains or losses are recognised in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

12. Government Grants and Contributions

Whatever their basis of payment, government grants and other contributions or donations are accounted for on an accruals basis. They are recognised on the relevant service line or the Taxation and Non-Specific Grant Income line in the Comprehensive Income and Expenditure Statement once the conditions for their receipt have been complied with and there is reasonable assurance that the grant or contribution will be received. Where conditions have not been satisfied, the grant or contribution is carried in the Balance Sheet as a creditor.

Capital grants credited to the Comprehensive Income and Expenditure Statement are reversed out of the General Fund Balance in the Movement in Reserves Statement. Grants which have not yet been used to finance capital expenditure are posted to the Capital Grants Unapplied reserve. When an amount in the Grants Unapplied Reserve is applied to fund capital expenditure, it is posted to the Capital Adjustment Account. There is no deferral of grant expenditure to match against the depreciation of the underlying asset the grant was used for.

Donated assets transferred to the Council for nil consideration are recognised at fair value in the Comprehensive Income and Expenditure Statement once any conditions attaching to them have been met.

13. Intangible Assets

Intangible assets are non-monetary assets without physical substance which are capable of being sold separately from the rest of the Council's business or which arise from contractual or other legal rights. They are recognised where they have a cost in excess of £10,000, where it is probable that future economic benefits will flow to, or service potential be provided to, the Council and where the cost of the asset can be measured reliably. Where internally generated assets are held for service potential, this involves a direct contribution to the delivery of services to the public.

Internally generated assets are capitalised only where all of the following can be demonstrated by the Council:

- technical feasibility of completing the asset so it will be available for use or sale;
- intention to complete the asset;
- ability to use or sell the asset;
- how the asset will generate future economic or service delivery benefits (by demonstrating a market for the asset or the usefulness of the asset);
- availability of adequate resources are to complete the asset; and
- ability to measure reliably the expenses attributable to the asset during the development phase only (research expenditure cannot be capitalised)

Software which is integral to the operation of hardware (e.g. an operating system) is capitalised as part of the relevant item of property, plant and equipment. Software which is not integral to the operation of hardware (e.g. application software licences), is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the Council.

Expenditure on the development of websites is not capitalised if the website is solely or primarily intended to promote or advertise the Council's goods and services and does not assist in the provision of effective services or generate an economic benefit.

Intangible assets are recognised initially at cost, comprising all directly attributable costs needed to create, produce and prepare the asset to the point that it is capable of operating in the manner intended by management. Subsequently intangible assets should be recognised at fair value measured by reference to an active market. However, the types of intangible assets held by the Council are very unlikely to have readily ascertainable active market values so they are carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. The useful economic lives of intangible assets disclosed in the Balance Sheet has been determined individually and most typically, 5 years is used as the average life for software. Useful lives are reviewed at the end of each reporting period and revised if necessary.

An asset is tested for impairment whenever there is an indication that the asset might be impaired:

- at the end of the first full financial year following the acquisition, and
- in other periods if events or changes in circumstances indicate that the carrying values may not be recoverable
- Intangible assets that are not amortised over a period are reviewed for impairment at the end of each reporting period

Any losses recognised as a result of impairment are treated as follows:

- Where there is a balance of revaluation gains for 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

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

The reversal of an impairment loss is only recognised in the Comprehensive Income and Expenditure Statement if the value is directly attributable to the reversal of the event which caused the original impairment loss. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

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

i. Landfill Allowances

Under the Waste and Emissions Trading Act 2003, the Council as a waste disposal authority is issued with landfill allowance permits on an annual basis for the amount of biodegradable waste that it is allowed to landfill. If the amount of biodegradable waste sent to landfill exceeds the allowance in any one year then additional permits are required to be purchased from other authorities or a cash penalty is paid to the government for the shortfall. The scheme is known as a 'cap and trade scheme'.

The fair value of allowances held by the Council (whether issued by the government or purchased from another authority) is recognised as an intangible current asset within the Balance Sheet. The fair value of allowances issued by the government is recognised as a government grant and accounted for in accordance with paragraph 12; (i.e., it is initially recognised as deferred income on the Balance Sheet and subsequently recognised as income on a systematic basis over the compliance year for which the allowances were allocated). The fair value of allowances is taken as the present market value at the Balance Sheet date.

The value of allowances after the initial recognition is measured at the lower of cost and net realisable value.

An estimate of expenditure required to settle the obligation to deliver allowances equal to the biodegradable and municipal waste landfill usage to the government is recognised as a liability (provision) on the Balance Sheet. The value of the provision is measured as the present market value at the Balance Sheet date of the number of allowances required to be delivered to the government and/or the cash penalty required for any shortfall in allowances.

14. Interests in Companies and Other Entities

The Council has some interests in companies and other entities that have the nature of subsidiaries, associates and jointly controlled entities and require it to prepare group accounts. In the Council's own single-entity accounts, the interests in companies and other entities are recorded in the Balance Sheet if the company has share capital, as financial assets at cost less any

provision for losses. The Council records the name, business, shareholding, net assets and results of operations and other financial transactions of any related companies including cross-reference to where the accounts of the related companies may be acquired.

15. Inventories and Long-Term Contracts

Inventories held by the Council will be included in the Balance Sheet at the lower of cost and net realisable value. At present the Council has no holdings of this nature.

A long-term contract is 'A contract entered into for the design, manufacture or construction of a single substantial asset or the provision of a service (or of a combination of assets or services which together constitute a single project) where the time taken substantially to complete the contract is such that the contract activity falls into different accounting periods'. Long-term revenue contracts are charged to services in the Surplus or Deficit on the Provision of Services with the value of works and services received under the contract during the financial year and long-term capital contracts are charged to capital on the basis of the valuation certificate.

16. Investment Property

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

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

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

17. Jointly Controlled Operations and Jointly Controlled Assets

The Council is involved in arrangements with public sector partners to engage in joint activities that involve the use of the assets and resources of the partners rather than the establishment of a separate entity. Jointly controlled assets are items of property, plant or equipment that are jointly controlled by the Council and its partners, with the assets being used to obtain benefits for the partners. The Council accounts only for its share of the assets, liabilities, income, expenditure and cash flows held within the jointly controlled operations within its financial statements.

18. 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, they 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.

i. 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.

Rentals payable are apportioned between:

- a charge for the acquisition of the interest in the property (recognised as a liability in the Balance Sheet at the start of the lease, at the lower of its fair value at inception or the present value of the minimum lease payment, matched by a liability for the obligation to pay the lessor – the liability is written down as the rent becomes payable), and
- a finance charge (debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement as the rent becomes payable).

Assets recognised under finance leases are accounted for using the policies applied generally to Property, Plant and Equipment, subject to depreciation being charged over the lease term if this is shorter than the asset's estimated useful life.

The Council is not required to raise council tax to cover depreciation, revaluation or 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, 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

Where assets are acquired by the Council (as a lessee) under operating leases, the leasing rentals payable are charged to the revenue accounts of those services that use the assets as they are made.

Any hire purchase contracts that have similar characteristics to an operating lease are accounted for as an operating lease and disclosed in a note to the Balance Sheet.

ii. 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 Authority'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 (ie 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.

Operating Leases

An asset held by the Council for use in operating leases by a lessor is retained in the Balance Sheet and depreciated over its useful life. Rental income from operating leases, excluding charges, is recognised in the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as income is received.

This policy is a departure from the Code which states that rentals receivable should be charged to revenue on a straight-line basis over the term of the lease, even if this does not match the pattern of the payments. The Council believes that this departure from the Code is not material.

19. Overheads and Support Services

The costs of overheads and support service costs (e.g., legal, human resources and finance) are charged to all 'front line' services (i.e., services to the public) in accordance with the costing principles of SeRCOP. The total absorption costing principle is used in that the full cost of overheads and support services are shared between users in proportion to the benefit received with the exception of the following which are not charged to front line services:

- Corporate and Democratic Core which are costs relating to the Council's status as a multi-functional, democratic organisation
- Non-Distributed Costs. These are costs of discretionary benefits awarded to employees retiring early and impairment losses chargeable on Assets Held for Sale

20. Property, Plant and Equipment (PPE)

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 (PPE).

i. Recognition

Items of PPE that qualify for recognition will be measured at cost and capitalised on an accruals basis. Cost is defined as either purchase price, costs attributable to bringing the asset to location and condition necessary for it to be capable of operating in the manner intended by management or the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located.

ii. De-Minimis

Capitalisation of expenditure on PPE is not necessary where the amounts involved are not material to the true and fair presentation of the financial position and transactions of the

authority and to an understanding of the Statement of Accounts by a reader. The Council has agreed a de-minimis level of £10,000 for expenditure to be capitalised, with the exception of capital works for schools where the de-minimis level is £1,000.

iii. Measurement

Assets will be disclosed and valued on the Balance Sheet on the following bases:

Asset Category	Valuation Method
Assets under Construction	Depreciated Historic Cost
Infrastructure Assets	
Council Dwellings	Fair Value (Existing Use Value – Social Housing) EUV-SH
Community Assets	Depreciated Historic Cost or Valuation in accordance with section 4.10 of the Code
Other, Land and Buildings	Fair Value (Existing Use Value) EUV or DRC*
Vehicles, Plant and Equipment	
Surplus Assets	Fair Value (Existing Use Value) EUV
Heritage Assets	Individual Asset Valuation

* Depreciated Replacement Cost (DRC) using the 'instant build' will be used if Existing Use Value (EUV) cannot be determined.

A full valuation of a property is conducted by the Council's internal valuer, Mr. C. Hoggeth, the Council's Estates Unit Manager and also a Professional Member of the Royal Institution of Chartered Surveyors (RICS). The valuations have been prepared in accordance with the Practice Statements and UK Practice Statements contained in the RICS Appraisal and Valuation Standards.

The asset valuations have been prepared using the following assumptions:-

- a) The Council has good title free from encumbrances;
- b) There are no hazardous substances or latent defects in the properties and there is no contamination present;
- c) The properties have permanent planning permission and any other necessary statutory consent for their current use;
- d) Plant and machinery is included in the valuation of the property, where applicable;
- e) No special circumstances beyond those likely to be considered by a prospective purchaser in the open market have been taken into account;
- f) No allowance has been made for any liability to taxation, which may arise on disposal, nor for costs of acquisition or realisation.
- g) All transactions agree with the Council's de-minimis level

Not all properties were specifically inspected for the purpose 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 the Council's Property Section of all the Council's property assets. The inspections and report do not purport to be a building survey.

The Council operates a 5 yearly revaluation cycle for all assets, with the exception of Council Dwellings and Investment properties which will be reviewed on an annual basis as per the Code's requirements.

In 2012/13 the Council operated a revaluation cycle for all assets with an estimated value of £10m or over, whereby they were revalued at least every two years. This practice has been discontinued from 2013/14 onwards as there is no statutory requirement for the practice, and the benefits were not significant as it only affected four properties. There is no effect on the 2012/13 Statement of Accounts or prior year accounts.

Any changes in valuation will be recorded in the balance sheet as per the accounting guidelines outlined in the Code.

iv. Depreciation

Depreciation is provided for on all Property Plant and Equipment by the allocation of their depreciable amounts over their useful lives, in line with IAS 16. An exception is made for assets without a determinable useful life (e.g. freehold land and some community assets) and assets not yet available for use (e.g. assets under construction). The useful lives of assets are estimated on a realistic basis and are reviewed on a regular basis and, where necessary, revised. Where the useful life of a fixed asset is revised, the carrying amount of the fixed asset is depreciated over the revised remaining useful 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 charged based on their historical cost being transferred from the Revaluation Reserve to the Capital Adjustment Account.

Depreciation is calculated on the amount at which the asset is included in the Balance Sheet, whether current cost or historical cost. Depreciation has been calculated as follows:

- All assets are depreciated on straight line basis over the useful life of the asset taking into account land value and residual value. The range of estimated lives of each asset is set out in note 24.
- Investment Properties are not depreciated as per the Code's guidance; instead they are revalued on an annual basis.
- Newly acquired assets are not depreciated in the year of acquisition, while assets under construction are only depreciated once the asset becomes operational.
- Community assets are also exempt from depreciation requirements as a determinable finite useful life cannot be obtained.
- In accordance with CIPFA guidelines, the Notional Major Repairs Allowance has been used as a proxy for depreciation on council dwellings.
- Assets are depreciated in the year of disposal.

A change from one method of providing depreciation to another is only made where the new method will give a fairer presentation of the results and of the financial position. Such a change does not, however, constitute a change of accounting policy; the carrying amount of the fixed asset is depreciated using the revised method over the remaining useful life, beginning in the period in which the change is made.

Componentisation

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item should be depreciated separately. Where there is more than one significant part of the same asset which has the same useful life and depreciation method, such parts may be grouped in determining the depreciation charge. In practice this can be achieved by only separately accounting for significant components that have different useful lives and/or depreciation methods.

The policy will be to componentise part of assets where the part subject to componentisation is more than £200k or 10% or more of the building value of the asset and the value of the building itself is greater than £1m. Any amounts below these levels would not be considered material enough for componentisation purposes.

v. Impairment

The value at which each category of assets is included in the Balance Sheet is reviewed at each year-end. Where there is reason to believe that its value has changed materially in the period, the recoverable amount of the asset is estimated and where this is less than the carrying amount, an impairment loss is recognised for the shortfall. Events and changes in circumstances that indicate a reduction in value may have incurred include:

- a significant decline in an asset's market value during the period
 - evidence of obsolescence or physical damage to the asset
 - a significant adverse change in the statutory or other regulatory environment in which the Council operates
 - a commitment by the Council to undertake a significant reorganisation.
- Where impairment losses are identified, they are accounted for as follows:
- Where there is a balance of revaluation gains for 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
 - If there is insufficient or no balance in the Revaluation Reserve , 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 subsequently reversed, 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.

vi. Disposals and Non-Current Assets Held for Sale

When it becomes probable that the carrying amount of an asset will be recovered through a sale rather than continuing use, it is reclassified as an Asset Held for Sale, but only if the following criteria are met:

- a) The asset must be available for sale in its present condition subject to terms that are usual and customary for sales of such assets.
- b) The sale must be highly probable, the appropriate level of management must be committed to a plan to sell the asset and an active programme to locate a buyer and complete the plan must have been initiated.
- c) The asset must be actively marketed for a sale at a price that is reasonable in relation to the current value.
- d) The sale should be expected to qualify for recognition as a completed sale within one year of the date of classification and action required to complete the plan should indicate that it is unlikely that significant changes to the plan will be made or that the plan will be withdrawn.

Immediately before reclassification it is revalued and carried at the lower of this figure 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 losses previously recognised in the Surplus or Deficit on Provision of Services. Assets Held for Sale are not depreciated.

If an asset no longer meets the criteria to be classified as Assets Held for Sale, they are classified back to non-current assets 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 if they had not been classified as Held for Sale) and their recoverable amount at the date of the decision not to sell. Assets that are abandoned or scrapped are not reclassified as Assets Held for Sale.

When an item of Property, Plant, Equipment or Asset Held for Sale is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal.

Amounts received in excess of £10,000 are categorised as capital receipts. The proportion that is required to be paid over to Central Government for housing disposals is appropriated to the Capital Receipts Reserve from the General Fund Balance in the Movement in Reserves Statement.

Where a fixed asset is disposed of for other than a cash consideration, or payment is deferred, an equivalent asset is recognised and included in the balance sheet at its fair value.

The written-off value of disposals is not a charge against council tax because the cost of fixed assets is fully provided for under separate arrangements for capital financing. Amounts are appropriated to the Capital Adjustment Account from General Fund Balance in the Movement in Reserves Statement.

21. Private Finance Initiative (PFI) and Similar Contracts

PFI and similar contracts are agreements to receive services, where the responsibility for making available the property, plant and equipment needed to provide the services passes to the PFI contractor. The Council has one PFI contract with Reading and Bracknell Councils for waste disposal under the RE3 Partnership. The Council receives the benefit of the services that are provided under its PFI scheme and ownership of the property, plant and equipment will pass to the partnership at the end of the contract for no additional charge. The Council carries its share of the property, plant and equipment used under the contracts on the Balance Sheet.

The original recognition of these assets was balanced by the recognition of a liability for amounts due to the scheme operator to pay for the assets. Non-current assets recognised on the Balance Sheet are revalued and depreciated in the same way as property, plant and equipment owned by the Council.

The amounts payable to the PFI operators each year are analysed into five elements:

- fair value of the services received during the year – debited to the relevant service in the Comprehensive Income and Expenditure Statement
- finance cost – an interest charge of 6.9% on the outstanding Balance Sheet liability, debited to Financing and Investment Income line in the Comprehensive Income and Expenditure Statement

- payment towards liability – applied to write down the Balance Sheet liability towards the PFI operator
- lifecycle replacement costs – Proportion of the amounts payable is posted to the Balance Sheet as a prepayment and then recognised as additions to Property, Plant and Equipment when the relevant works are eventually carried out.

22. Provisions, Contingent Liabilities and Contingent Assets

i. Provisions

Provisions are made for any liabilities of uncertain timing or amount that have been incurred. Provisions are recognised when:

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

Provisions are charged to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the Council becomes aware of the obligation. The amount recognised as a provision is the best estimate taking into account the risks and uncertainties surrounding the events. When payments for expenditure are incurred to which the provision relates they are charged direct to the provision carried in the Balance Sheet. Provisions are reviewed at each balance sheet date and adjusted to reflect the current best estimate. If it is no longer probable that a transfer of economic benefits will be required to settle the obligation (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 expenditure required to settle a provision is expected to be reimbursed by another party, the reimbursement is recognised as income for the relevant service only when it is virtually certain that reimbursement will be received if the obligation is settled.

In the case of a provision for bad or doubtful debts, the carrying amount of debtors is adjusted and known uncollectable debts are written off.

ii. 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 of uncertain future events not wholly within the control of the Council. Contingent liabilities are not recognised in the accounting statements; they are disclosed by way of notes if there is a possible obligation that may require a payment or a transfer of economic benefits. For each class of contingent liability, the nature of the contingency, a brief description, an estimate of its financial effect, an indication of the uncertainties relating to the amount or timing of any outflow and the possibility of any reimbursement will be disclosed.

iii. Contingent Assets

A contingent asset arises where an event has taken place that gives the Council a possible asset whose existence will only be confirmed by the occurrence of uncertain future events not wholly within the control of the Council. Contingent assets are not recognised in the accounting statements; they are disclosed by way of notes if the inflow of a receipt or economic benefit is probable. The disclosures indicate the nature of the contingent asset and an estimate of its financial effect.

23. Reserves

Transfers to and from reserves are distinguished from service expenditure. The movements in reserves available to this Council are detailed in a note to the financial statements. Reserves include earmarked reserves set aside for specific policy purposes and balances which represent resources set aside for purposes such as general contingencies and cash flow management.

When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in 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 there is no net charge against council tax for the expenditure.

Most capital reserves are not available for revenue purposes and some of them can only be used for specific statutory purposes. The Revaluation Reserve and Capital Adjustment Account are non-distributable reserves. The Capital Receipts Reserve is a reserve established for specific statutory purposes.

The Major Repairs Reserve is required by statutory provision to be established in relation to the HRA in England.

24. Revenue Expenditure Funded from Capital under Statute

Revenue expenditure classified as capital under statute, formerly known as deferred charges, represents expenditure that may be capitalised but does not result in the creation of non-current assets. The expenditure has been charged 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 there is no impact on the level of council tax.

25. VAT

VAT payable is included as an expense, whether of a capital or revenue nature, only to the extent that it is irrecoverable. VAT receivable is excluded from income.

26. Group Accounts

The Code requires the Council to consider all their interests and to prepare a full set of group accounting statements where they have material interests in subsidiaries, associates and joint ventures. The Council has investigated all potential interests that could qualify for group accounts and has determined it has three group relationships which qualify for the preparation of group accounts.

Wokingham Enterprises Ltd is a wholly owned subsidiary of Wokingham Borough Council set up for the purposes of enabling the regeneration of the town centre of Wokingham and specifically for the purchase of land and buildings, such as Peach Place, within the town centre for redevelopment. However, it sold all its trading assets to Wokingham Council in 2012/13 and at present is not operational. The company operates the same financial year and is under the same accounting policies as Wokingham Borough Council.

Optalis Ltd is a wholly owned subsidiary of Wokingham Borough Council set up to provide community care services to members of the public on behalf of the Council and to the private sector. The company was established in June 2011 and became operational during 2011/12.

Wokingham Housing Ltd is a wholly owned subsidiary of Wokingham Borough Council set up for the purposes of increasing the provision of affordable housing within the Wokingham Borough through redevelopment and housing services to the community. The company was established January 2012 but was dormant in 2011/12. It became operational during 2012/13 and therefore the 2012/13 accounts are the first to incorporate summary accounts for Wokingham Housing Ltd

Optalis Ltd is a wholly owned subsidiary of Wokingham Borough Council set up to provide community care services to members of the public on behalf of the Council and to the private sector. The company was established in June 2011 and became operational during 2011/12.

Four new 100% Council owned companies were established in 2013/14 including WBC (Holdings) Ltd, whose role is to coordinate the management of the other 100% council owned companies. In addition, Wokingham Housing Ltd set up Loddon Homes Ltd in 2013/14, to assist with service delivery on specific projects, while Optalis have also set up two companies in 2013/14 to assist with service delivery and tax mitigation, Optalis Wokingham Ltd, and Optalis Holdings Ltd. None of the four new companies have undertaken any trading in 2013/14, but are expected to commence trading in 2014/15.

27. Heritage Assets

Heritage assets are assets that are held by the Council principally for their contribution to knowledge and culture. The Code of Practice on Local Authority Accounting in the United Kingdom 2011/12 introduced a change to the treatment in accounting for heritage assets held by the Council so that heritage assets must be shown separately on the balance sheet. The Council undertook a detailed review and at present does not have any heritage assets.

28. Tax Income (Council Tax, and Non-Domestic Rates)

Non-Domestic rates (NDR)

- Retained Business Rate income included in the Comprehensive Income and Expenditure Statement for the year will be treated as accrued income.
- Levy expenditure included in the Comprehensive Income and Expenditure Statement for the year will be treated as accrued expenditure

Council Tax

- Council Tax income included in the Comprehensive Income and Expenditure Statement for the year will be treated as accrued income

Both NDR income, less tariff and levy expenditure, and Council tax will be recognised in the Comprehensive Income and Expenditure Statement in the line Taxation and Non-Specific Grant Income. As a billing authority the difference between the NDR and Council Tax included in the Comprehensive Income and Expenditure Statement and the amount required by regulation to be credited to the General Fund shall be taken to the Collection Fund Adjustment Account and reported in the Movement in Reserves Statement. Each preceptor's share of the accrued NDR and Council Tax income will be available from the information that is required to be produced in order to prepare the Collection Fund Statement.

The income for Council Tax, and NDR, is recognised when it is probable that the economic benefits or service potential associated with the transaction will flow to the authority, and the

amount of the revenue can be measured reliably. Revenue relating to such things as council tax, general rates, etc, shall be measured at the full amount receivable (net of any impairment losses) as they are non-contractual, non-exchange transactions and there can be no difference between the delivery and payment dates.

6. FINANCIAL STATEMENTS

MOVEMENT IN RESERVES STATEMENT

	General Fund (GF) Balance	Earmarked GF Reserves	Housing Revenue Account (HRA)	Schools & Dedicated Schools Grant Reserves	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total WBC Reserves
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Balance at 31st March, 2013 brought forward	(9,916)	(15,792)	(1,627)	(7,047)	(5,280)	(457)	(27,763)	(67,882)	(379,403)	(447,285)
Movement in Reserves during 2013/14:										
(Surplus) or Deficit on the Provision of Services	35,399	0	(4,966)	0	0	0	0	30,433	0	30,433
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	0	0	(4,848)	(4,848)
Total Comprehensive Income and Expenditure	35,399	0	(4,966)	0	0	0	0	30,433	(4,848)	25,585
Adjustments between Accounting Basis & Funding Basis under Regulations (note 5)	(45,244)	0	4,827	0	(1,236)	(1,590)	11,592	(31,651)	31,651	0
Net (Increase) / Decrease before Transfers to Earmarked Reserves	(9,845)	0	(139)	0	(1,236)	(1,590)	11,592	(1,218)	26,802	25,585
Transfers to/from Earmarked Reserves (Note 6)	8,720	(6,246)	0	213	(315)	0	(242)	2,131	(2,131)	0
(Increase) / Decrease in 2013/14	(1,124)	(6,246)	(139)	213	(1,550)	(1,590)	11,350	914	24,671	25,585
Balance at 31st March 2014 carried forward	(11,040)	(22,038)	(1,766)	(6,834)	(6,830)	(2,047)	(16,413)	(66,968)	(354,732)	(421,700)

2012/13 Restated

	General Fund (GF) Balance	Earmarked GF Reserves	Housing Revenue Account (HRA)	Schools & Dedicated Schools Grant Reserves	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total WBC Reserves
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Balance at 31st March, 2012 brought forward	(9,243)	(9,475)	(1,273)	(8,255)	(7,362)	(31)	(22,419)	(58,057)	(390,556)	(448,613)
Movement in Reserves during 2012/13:										
(Surplus) or Deficit on the Provision of Services	3,802	0	(1,295)	0	0	0	0	2,507	0	2,507
Other Comprehensive Income and Expenditure	0	0	0	0	0	0	0	0	(1,177)	(1,177)
Total Comprehensive Income and Expenditure	3,802	0	(1,295)	0	0	0	0	2,507	(1,177)	1,330
Adjustments between Accounting Basis & Funding Basis under Regulations (note 5)	(8,360)	0	941	0	2,091	(426)	(6,578)	(12,330)	12,330	0
Net (Increase) / Decrease before Transfers to Earmarked Reserves	(4,558)	0	(354)	0	2,091	(426)	(6,578)	(9,823)	11,154	1,330
Transfers to/from Earmarked Reserves (Note 6)	3,885	(6,317)	0	1,208	(10)	0	1,234	0	0	0
(Increase) / Decrease in 2012/13	(673)	(6,317)	(354)	1,208	2,081	(426)	(5,344)	(9,823)	11,154	1,330
Balance at 31st March 2013 carried forward	(9,916)	(15,792)	(1,627)	(7,047)	(5,280)	(457)	(27,763)	(67,882)	(379,403)	(447,285)

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

2012/13 Restated			2013/14		
Gross Expenditure	Gross Income	Net Expenditure	Gross Expenditure	Gross Income	Net Expenditure
£,000	£,000	£,000	£,000	£,000	£,000
3,121	(2,783)	338	2,603	(3,804)	(1,201)
6,538	(1,515)	5,023	7,527	(2,024)	5,503
13,808	(2,086)	11,722	15,165	(2,198)	12,967
5,185	(2,458)	2,727	5,100	(3,899)	1,201
157,900	(125,068)	32,832	168,077	(122,677)	45,400
16,276	(3,618)	12,658	16,698	(4,593)	12,105
10,692	(14,507)	(3,814)	10,114	(14,904)	(4,790)
29,803	(29,768)	34	24,264	(24,622)	(358)
57,440	(16,171)	41,269	56,227	(10,052)	46,175
0	0	0	0	0	0
7,403	0	7,403	4,292	0	4,292
17	0	17	918	0	918
0	0	0	2,592	(3,839)	(1,247)
308,183	(197,974)	110,209	313,577	(192,612)	120,965
		9,542			29,626
		10,370			9,407
		(127,614)			(129,565)
		2,507			30,433
		(5,740)			(4,111)
		4,563			(736)
		(1,177)			(4,847)
		1,330			25,585

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BALANCE SHEET

31st March, 2013		Notes	31st March, 2014
£,000			£,000
698,502	Property, Plant & Equipment	24	679,791
30,452	Investment Property	25	32,328
1,563	Intangible Assets	26	1,321
2,606	Long Term Investments	40	1,953
639	Long Term Debtors	34	492
733,762	Long Term Assets		715,885
34,057	Short Term Investments	40	40,772
224	Assets Held for Sale	39	221
16,967	Short Term Debtors	34	21,211
26,574	Cash and Cash Equivalents	45	19,222
77,822	Current Assets		81,426
(5,348)	Cash and Cash Equivalents	45	(3,126)
(4,700)	Short Term Borrowing	40	(5,000)
(29,710)	Short Term Creditors	35	(34,485)
(4,618)	Provisions	36	(4,609)
(44,376)	Current Liabilities		(47,220)
(132,117)	Long Term Borrowing	40	(131,939)
(9,453)	PFI and Finance Lease Liabilities	40	(9,223)
(159,620)	Pensions Liability	19	(168,169)
(18,733)	Capital Grants and Contributions Receipts in Advance	20	(19,060)
(319,923)	Long Term Liabilities		(328,391)
447,285	Net Assets		421,700
(67,882)	Usable Reserves	22	(66,968)
(379,403)	Unusable Reserves	23	(354,732)
(447,285)	Total Reserves		(421,700)

CASH FLOW STATEMENT

2012/13 Restated		Notes	2013/14
£,000			£,000
(2,507)	Net Surplus or (Deficit) on the Provision of Services		(30,433)
49,998	Adjustments to Net Surplus or Deficit on the Provision of Services for Non-cash Movements		55,890
(36,573)	Adjustments for Items Included in the Net Surplus or Deficit on the Provision Of Services that are Investing or Financing Activities		(24,446)
10,918	Net Cash Flows from Operating Activities	42	1,011
(16,297)	Investing Activities	43	(7,311)
637	Financing Activities	44	1,170
(4,742)	Net Increase or (Decrease) in Cash and Cash Equivalents		(5,130)
(16,484)	Cash and Cash Equivalents at the Beginning of the Reporting Period		21,226
(21,226)	Cash and Cash Equivalents at the End of the Reporting Period	45	16,096

The net surplus line, and the adjustments to net surplus for non-cash movements line on the 2012/13 cash flow have been restated for the IAS 19 changes explained in note 7a. The presentation of the entries from 2013/14 onwards is consistent with IFRS requirements, i.e. brackets are now included around those figures which represent an outflow of funds, not an inflow of funds.

7. NOTES TO THE ACCOUNTS

NOTE 1 ACCOUNTING POLICIES

The accounting policies used to complete this Statement of Accounts are produced in full in section 3.

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

The Code of Practice on Local Authority Accounting in the United Kingdom 2014/15 (the Code) has introduced several changes in accounting policies which will be required from 1 April 2014. If these had been adopted for the financial year 2013/14 there would be no material changes as detailed below.

A number of new and revised standards have been issued addressing the accounting for consolidation, involvements in joint arrangements and disclosure of involvements in other entities. These include:

- **IFRS 10 Consolidated Financial Statements** – This standard introduces a new definition of control, which is used to determine which entities are consolidated for the purposes of group accounts. The Council does have wholly owned subsidiaries, some of which have also set up wholly owned companies during 2013/14 to assist them in their operations. In addition, the Council has set up a holding company which will coordinate the management and financial reporting of the other group companies from 2014/15 onwards. The Council will continue to produce group accounts, which will include all the expenditure of the holding company and all the other council owned companies.
- **IFRS 11 Joint Arrangements** – This standard addresses the accounting requirements for a 'joint arrangement', which is defined as a contractual arrangement over which two or more parties have joint control. These are classified as either a joint venture or a joint operation. In addition proportionate consolidation can no longer be used for jointly controlled entities. The Council has no material joint venture arrangements.
- **IFRS 12 Disclosures of Involvement with Other Entities** – This is a consolidated disclosure statement requiring a range of disclosures about an entity's interests in subsidiaries, joint arrangements, associates and unconsolidated 'structured entities'. The Council has a number of arrangements with other entities under IFRS 12.
- **IAS 27 Separate Financial Statements and IAS 28 Investments in Associates and Joint Ventures** – These statements have been amended to conform to the changes in IFRS 10, IFRS 11 and IFRS 12. Since there would be no changes in the financial statements, except for disclosure, due to the changes to IFRS 10, IFRS 11 and IFRS 12, there is therefore also no impact as a result of changes in IAS 27 and IAS 28.

IAS 1 Presentation of Financial Statements – The Code references to amended application guidance when offsetting a financial asset and a financial liability. The gains and losses are separately identified on the Comprehensive Income and Expenditure Statement and therefore no further disclosure is required.

IAS 32 Financial Instruments Presentation – The changes clarify the disclosure requirements in respect of comparative information for the preceding period. The Statement of Accounts fully discloses comparative information for the preceding period therefore these changes will not have a material impact on the Statement of Accounts.

NOTE 3 CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES

In applying the accounting policies set out in section 3, 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 set out in the following paragraphs.

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

In 2013/14, the Council received the final repayments of its loans to Icelandic banks, as at 31 March 2014, it is therefore most unlikely that any further repayments will be received. The detailed explanation of the 2013/14 financial transactions is included in Note 32 and summarised in the Explanatory Foreword. A total of £153k has been charged as an impairment to the Comprehensive Income and Expenditure Statement in 2013/14.

The Council had interests in 9 Companies at 31 March 2014, an increase of 4 compared to 31 March 2013; Trading Standards South East Ltd (TSSEL), Flexible Home Improvements Loans Ltd (FHIL), Wokingham Enterprise Ltd (WEL), Optalis Ltd and Wokingham Housing Ltd were all established prior to 2013/14. Four 100% Council owned companies were established in 2013/14 including WBC (Holdings) Ltd, whose role is to coordinate the management of the other 100% council owned companies. In addition, Wokingham Housing Ltd set up Loddon Homes Ltd in 2013/14 to assist with service delivery on specific projects, while Optalis have also set up two companies in 2013/14 to assist with service delivery, Optalis Wokingham Ltd, and Optalis Holdings Ltd. None of the four new companies have undertaken any trading in 2013/14, but are expected to commence trading in 2014/15.

With reference to companies in existence prior to 2013/14, it has been determined that the Council does not have control or significant influence over the activities of TSSEL and FHIL and so they are not classed as subsidiaries, joint entities or associates of the Council. The Council treats these companies as simple investments however, as no share capital is held, no balance is recognised within the balance sheet for them. Details regarding these companies are disclosed in note 51 of the financial statements. The Council has full control over the operating activities of Wokingham Enterprise Ltd, Optalis Ltd and Wokingham Housing Ltd and as such classifies these companies as subsidiaries. Wokingham Housing Ltd became operational during 2012/13 and details regarding the company are disclosed in note 51. With reference to Wokingham Enterprise Ltd, the Council purchased all of its operational assets in March 2013 for a consideration of £9.4m and as a result the company does not have any trading assets as at 31 March 2014, and has not been operational during 2013/14. Notes 52 to 59 of the financial statements show the consolidated accounts for Wokingham Group and its respective notes.

The Council is deemed to jointly control the services provided under the Private Finance Initiative (PFI) contract with WRG (RE3 Ltd) for the disposal of waste. Control of the services is shared with Reading and Bracknell Forest Borough Councils. Wokingham Borough Council has reviewed the application of the control tests within IFRIC 12 to determine whether the assets within the contract should be on-balance sheet. The accounting policies for PFI schemes and similar contracts have been applied to the arrangement and the assets (valued at approximately £10m) are recognised as Property, Plant and Equipment in the Council's Balance Sheet which amounts to a 37.2% share of the total value of the assets that will revert to the ownership of the RE3 partnership between the three council's at the end of the contract.

There is uncertainty amongst local authorities and CIPFA regarding the accounting treatment of schools' non-current assets, specifically in relation to foundation, voluntary aided and voluntary controlled schools. The 2013/14 Code of Practice does not include any amendments in relation to accounting for schools in local authorities, and the current advice from CIPFA/LAASAC is that for 2013/14 it is up to each local authority to determine its own accounting treatment in relation to these assets. However, CIPFA/LASAAC has issued a consultation which closed in April 2014 – Accounting for Schools in Local Authorities in England and Wales in relation to the 2014/15 Code. The consultation paper seeks views on the report of the Joint HM Treasury and CIPFA/LASAAC Public Sector Accounting for Schools Working Group – The Accounting Treatment of Local Authority Maintained Schools in England and Wales. It is therefore expected that should any definitive changes be required to current accounting practices, they will be effective from 2014/15 financial year.

Voluntary Aided and Controlled Schools are endowed by a trust, often religious in character. The Schools Standards and Framework Act determines that the trustees own the school buildings. The Governing Bodies are responsible for the provision of premises and all capital work to school buildings. The Council does not have access to any sale proceeds if the assets were to be disposed of and any decision to dispose of the assets requires the approval of the secretary of state. However, Wokingham Borough Council in many cases owns the land upon which the building is placed. Thus the council believes that in looking at the substance over form of the ownership of the property assets the position does not change from the legal position that the assets are not the property of the Council. Subsequently values for buildings occupied by voluntary aided and controlled and long-term liabilities have not been consolidated in the balance sheet but the value of the land owned by WBC is included. In Wokingham there are 9 Voluntary Aided Schools and also 9 Voluntary Controlled Schools as at 31 March 2014.

Wokingham Borough Council has analysed its leases into finance and operating leases as required by *IAS 17: Leases*. Leases of plant and equipment have been determined by the authority to be operating leases. In relation to leases of property the Council has reviewed all its property leases where the lease term is greater than 15 years. The assumption behind reviewing all leases longer than 15 years is that a property lease less than 15 years is highly likely to be an operating lease due to the economic life of a building being at least 50 years or more. In addition for "leased out" properties we have reviewed leases where the underlying asset values were individually in excess of £1million. The leases were reviewed against the control tests set out in IAS 17 as adapted under the Code. Once the initial assessment had been completed; if there was an indication of a finance lease then the Net Present Value of the minimum lease payments (MLP) was calculated and compared to the asset value to determine whether the lease was a finance or operating lease. Typically if the MLP was 75% or above of the asset value then the Council classifies the lease as a financing lease.

In producing the financial statements the Council makes an assessment of the materiality of transactions and balances when applying its accounting policies. For the purposes of the 2013/14

financial statements the Council has applied a materiality level of £200,000 when recognising assets and liabilities to be disclosed within the financial statements.

NOTE 4 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 different from the assumptions and estimates, although any differences are expected to be marginal.

The items in the Council's Balance Sheet at 31 March, 2014 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	<p>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.</p>	<p>If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls.</p> <p>It is estimated that the annual depreciation charge for buildings would increase by £0.5m for every year that useful lives had to be reduced.</p>
Provisions	<p>The Council does not have a provision for the Landfill Allowance Trading Scheme (LATS) as it ended on 31 March 2013 and any unused balances have no value.</p> <p>The Council has made provision for holiday and flexi leave entitlement owing to staff at the end of the financial year. The estimate within the accounts has been based on an assumption of 1.5% of payroll costs. For staff based in schools a formula based on CIPFA guidance has been used.</p> <p>The council has made a provision for dilapidation costs for buildings the Council lease, to return them to their original</p>	<p>WBC estimates the value to be nil per permit and has therefore determined that the amounts are immaterial and not recognised on the balance sheet. This is because DEFRA has confirmed that the scheme ended in 2012/13.</p> <p>A 1% change in the estimate of accumulating absences would result in approximately a £380,000 increase or decrease in the provision required for accumulating absences in relation to Non-school staff.</p> <p>There may be other buildings which the Council lease that have been altered, needing significant work to return them to their original condition, which are not</p>

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
	<p>condition at the end of the lease, and to fund any outstanding leasing costs.</p> <p>The Collection Fund includes provision of £1.25m for appeals against business rates valuations as advised by DCLG guidance.</p>	<p>presently known.</p> <p>Based on the success rate of appeals to date, a provision of £1.1m is required. However, to be prudent and in the event a higher proportion of remaining appeals are successful, a provision of £1.25m has been made. Under the new Business Rates Retention Scheme, the Council's share of this provision is 49%, i.e. £612.5k.</p>
Pension Liability	<p>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. The actuaries Barnett Waddingham LLP provide the Council with expert advice about the assumptions to be applied.</p>	<p>The effects on the net pensions liability of changes in individual assumptions can be measured. For example, a 0.1% decrease or increase in the discount rate assumption would result in an increase or decrease in the pension liability of £8.4m, or £8.8m respectively.</p> <p>However, the assumptions interact in complex ways. During 2013/14, the Council's actuaries advised that the net pensions liability had increased by £8.6m, largely due to extra liabilities.</p>
PFI Liabilities	<p>The value of PFI service charge payable under the contract disclosed in note 30 of the accounts is dependent upon assumptions regarding future inflation and tonnage rates.</p>	<p>A 1% increase in RPI would increase the total contract charge by £32,000 per annum of which Wokingham's share would be £12,000. Similarly a 1% increase in tonnages would increase the service charge by £1,000 per annum of which Wokingham's share would be immaterial.</p>
Arrears	<p>At 31 March 2014, the Council had a balance of total debtors of £21.4m, of which Council tax debt was £2.8m, and government and other public sector debtors were £6.4m. Following an assessment of debtors outstanding, no change was made to the general sundry bad and doubtful debt provision, while an increase of £115k was made in the bad and doubtful debt provision for HRA rents to provide for the impact of changes to the council tax benefits system.</p>	<p>The provision set aside for bad debt increases according to the age of the debt.</p> <p>If collection rates for debtors (excluding public sector debtors) were to deteriorate, a 1% increase in the amount of the impairment of doubtful debts would require an additional £10k to set aside as an allowance for sundry debts and £15k from council tax from the revenue account and collection fund respectively.</p>

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 practice to the resources that are specified by statutory provisions as being available to the Council to meet future capital and revenue expenditure.

2013/14	Usable Reserves					Total Movement in Usable Reserves £,000	Movement in Unusable Reserves £,000
	General Fund (GF) Balance £,000	Housing Revenue Account (HRA) £,000	Capital Receipts Reserve £,000	Major Repairs Reserve £,000	Capital Grants Unapplied £,000		
Adjustments primarily involving the Capital Adjustment Account:							
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:							
Charges for Depreciation of Non-Current Assets	(14,934)	(3,091)				(18,025)	18,025
Charges for Impairment of Non-Current Assets	996	(1,234)				(238)	238
Charges for Amortisation of Intangible Assets	(449)					(449)	449
Revaluation losses on Property, Plant and Equipment	(3,629)					(3,629)	3,629
Movements in the Market Value of Investment properties	990					990	(990)
HRA Voluntary Debt Repayment		2,076				2,076	(2,076)
Capital Grants and Contributions Applied	4,968	2,132	(5)		11,672	18,768	(18,768)
Revenue Expenditure funded from Capital under Statute	(11,198)		115		9,860	(1,223)	1,223
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	(26,933)	1,083	(2,074)			(27,923)	27,923
Use of capital receipts reserve to finance capital expenditure			1,232			1,232	(1,232)



2013/14	Usable Reserves					Total Movement in Usable Reserves £,000	Movement in Unusable Reserves £,000
	General Fund (GF) Balance £,000	Housing Revenue Account (HRA) £,000	Capital Receipts Reserve £,000	Major Repairs Reserve £,000	Capital Grants Unapplied £,000		
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:							
Statutory Provision for the Financing of Capital Investment	3,431					3,431	(3,431)
Adjustments Primarily Involving the Capital Grants Unapplied Account:							
Capital Grants and Contributions Unapplied credited to the Comprehensive Income and Expenditure Statement	10,181		(241)		(9,940)	0	0
Transfer of sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement							
Adjustments Primarily Involving the Capital Receipts Reserve:							
Contribution from the Capital Receipts Reserve to Finance the Payments to the Government Capital Receipts Pool		(237)	237			0	0
Contribution from the General Fund Balance to the Capital Receipts Reserve	500		(500)			0	0
Adjustment Primarily Involving the Major Repairs Reserve:							
Reversal of Major Repairs Allowance credited to the HRA							
Use of the Major Repairs Reserve to Finance New Capital Expenditure				2,569		2,569	(2,569)
Transfer (to) or from HRA		4,160		(4,160)		0	0
Adjustment Primarily Involving the Financial Instruments Adjustment Account:							
Amount by which Finance Costs Charged to the Comprehensive Income and Expenditure Statement are Different from Finance Costs	135	1				136	(136)



2013/14	Usable Reserves					Total Movement in Usable Reserves £,000	Movement in Unusable Reserves £,000
	General Fund (GF) Balance £,000	Housing Revenue Account (HRA) £,000	Capital Receipts Reserve £,000	Major Repairs Reserve £,000	Capital Grants Unapplied £,000		
Chargeable in the Year in Accordance with Statutory Requirements							
Adjustments Primarily Involving the Pensions Reserve:							
Reversal of Items Relating to Retirement Benefits debited or credited to the Comprehensive Income and Expenditure Statement (see Note 19)	(16,132)	(61)				(16,193)	16,193
Employer's Pensions Contributions and Direct Payments to Pensioners payable in the Year	6,907					6,907	(6,907)
Adjustments Primarily Involving the Collection Fund Adjustment Account:							
Amount by which Council Tax and Business Rates Income credited to the Comprehensive Income and Expenditure Statement is Different from Council Tax Income Calculated for the Year in Accordance with Statutory Requirements	101					101	(101)
Adjustment Primarily Involving the Accumulated Absences Account:							
Amount by which Officer Remuneration Charged to the Comprehensive Income and Expenditure Statement on an Accruals Basis is Different from Remuneration Chargeable in the Year in Accordance with Statutory Requirements	(179)	(2)				(181)	181
Total Adjustments 2013/14	(45,244)	4,827	(1,236)	(1,590)	11,592	(31,651)	31,651



2012/13 Restated	Usable Reserves					Total Movement in Usable Reserves £,000	Movement in Unusable Reserves £,000
	General Fund (GF) Balance £,000	Housing Revenue Account (HRA) £,000	Capital Receipts Reserve £,000	Major Repairs Reserve £,000	Capital Grants Unapplied £,000		
Adjustments primarily involving the Capital Adjustment Account:							
Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:							
Charges for Depreciation of Non-Current Assets	(14,152)	(3,093)				(17,245)	17,245
Charges for Impairment of Non-Current Assets	(3,126)	(2,353)				(5,479)	5,479
Charges for Amortisation of Intangible Assets	(410)					(410)	410
Revaluation losses on Property, Plant and Equipment	(2,127)					(2,127)	2,127
Movements in the Market Value of Investment properties	(219)					(219)	219
HRA Voluntary Debt Repayment		640				640	(640)
Capital Grants and Contributions Applied	2,878				14,400	17,279	(17,279)
Revenue Expenditure funded from Capital under Statute	(552)		100		848	396	(396)
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	(6,398)	527	(1,452)			(7,324)	7,324
Use of capital receipts reserve to finance capital expenditure			12,769			12,769	(12,769)
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:							
Statutory Provision for the Financing of Capital Investment	3,416					3,416	(3,416)
Adjustments Primarily Involving the Capital Grants Unapplied Account:							
Capital Grants and Contributions	21,451	500	(9,530)		(21,826)	(9,405)	9,405



2012/13 Restated	Usable Reserves						Total Movement in Usable Reserves £,000	Movement in Unusable Reserves £,000
	General Fund (GF) Balance £,000	Housing Revenue Account (HRA) £,000	Capital Receipts Reserve £,000	Major Repairs Reserve £,000	Capital Grants Unapplied £,000			
Unapplied credited to the Comprehensive Income and Expenditure Statement								
Transfer of sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	0					0	0	
Adjustments Primarily Involving the Capital Receipts Reserve:								
Contribution from the Capital Receipts Reserve to Finance the Payments to the Government Capital Receipts Pool		(205)	205			0	0	
Adjustment Primarily Involving the Major Repairs Reserve:								
Reversal of Major Repairs Allowance credited to the HRA		0		0		0	0	
Use of the Major Repairs Reserve to Finance New Capital Expenditure				4,574		4,574	(4,574)	
Transfer (to) or from HRA		5,000		(5,000)		0	0	
Adjustment Primarily Involving the Financial Instruments Adjustment Account:								
Amount by which Finance Costs Charged to the Comprehensive Income and Expenditure Statement are Different from Finance Costs Chargeable in the Year in Accordance with Statutory Requirements	135	1				136	(136)	
Adjustments Primarily Involving the Pensions Reserve:								
Reversal of Items Relating to Retirement Benefits debited or credited to the Comprehensive Income and	(15,834)	(76)				(15,910)	15,910	



2012/13 Restated	General Fund (GF) Balance	Housing Revenue Account (HRA)	Capital Receipts Reserve	Usable Reserves			Total Movement in Usable Reserves	Movement in Unusable Reserves
				Major Repairs Reserve	Capital Grants Unapplied			
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	
Expenditure Statement (see Note 19)								
Employer's Pensions Contributions and Direct Payments to Pensioners payable in the Year	6,554					6,554	(6,554)	
Adjustments Primarily Involving the Collection Fund Adjustment Account:								
Amount by which Council Tax Income credited to the Comprehensive Income and Expenditure Statement is Different from Council Tax Income Calculated for the Year in Accordance with Statutory Requirements	(152)					(152)	152	
Adjustment Primarily Involving the Accumulated Absences Account:								
Amount by which Officer Remuneration Charged to the Comprehensive Income and Expenditure Statement on an Accruals Basis is Different from Remuneration Chargeable in the Year in Accordance with Statutory Requirements	176	1				176	(176)	
Total Adjustments 2012/13	(8,360)	941	2,091	(426)	(6,578)	(12,330)	12,330	

NOTE 6 TRANSFERS TO/FROM EARMARKED RESERVES

This note details the amounts set aside from the General Fund and HRA balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund and HRA expenditure in 2013/14.

	Balance at 31st March, 2012 £,000	Transfers Out 2012/13 £,000	Transfers In 2012/13 £,000	Balance at 31st March, 2013 £,000	Transfers Out 2013/14 £,000	Transfers In 2013/14 £,000	Balance at 31st March, 2014 £,000
General Fund:							
Balances held by Schools under a Scheme of Delegation:							
Dedicated Schools Grant Reserve	(6,502)	2,011	(1,081)	(5,572)	1,506	(1,228)	(5,294)
Earmarked General Fund Reserves	(1,754)	1,756	(1,477)	(1,475)	1,528	(1,593)	(1,540)
Total General Fund:	(9,474)	2,455	(8,773)	(15,792)	3,635	(9,881)	(22,038)
	(17,730)	6,222	(11,331)	(22,839)	6,669	(12,702)	(28,872)

NOTE 7 MATERIAL ITEMS OF INCOME AND EXPENSE

Material Items of Income and Expense during 2013/14 which related to the Council's Non-Current Assets included the following;

- Transfer of the Forest School to academy status in July 2013. Legislation requires local authorities to transfer schools to academies for nil value. This resulted in a loss of approximately £27m in the Comprehensive Income and Expenditure Statement, which in turn was reversed out of the General Fund as per the statutory arrangements.
- £10.7m was spent in the year on building 3 new Primary Schools, all of which are Academy schools, within the Borough. This expenditure was charged through the Comprehensive Income and Expenditure Statement as Revenue Expenditure Funded from Capital under Statute.
- A further impairment for £1.2m was made relating to the buildings which have been made vacant at Eustace Crescent as part of the Eustace Crescent Regeneration. The impairment was charged to the Comprehensive Income and Expenditure Statement, which in turn was reversed out of the HRA as per the statutory arrangements.
- Bulmershe School was impaired by £753k due to the demolition of 11 temporary classrooms in year to be replaced in 2014/15.
- Disposal of 14 council dwellings resulting in a gain of £846k in the Comprehensive Income and Expenditure Statement, which in turn was reversed out of the HRA as per the statutory arrangements.

- An HRA Self Financing loan of £2.7m was repaid to the Public Works Loan Board (PWLB) in March 2014
- The Council purchased £0.9m of shares in Wokingham Housing Ltd which is a company fully owned by the Council.
- There were no other materials items of income or expense.

7a. Prior Period Adjustment

The Council was required to make certain prior period adjustments to the 2012/13 main statements to take account of the implementation of IAS 19 pension adjustments with effect from 1 January 2013. Three of the main financial statements, the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, and the Cash Flow statement all show restated 2012/13 figures to take account of the IAS 19 changes as if they had been effective in 2012/13, so that a like for like comparison can be made with the 2013/14 figures. The same Group Accounts statements for 2012/13 have also been amended as appropriate. There is no change to the net totals on any of the statements, however, the composition of some of the figures in the statements has changed. The non distributed costs in the Comprehensive Income and Expenditure Statement has changed from income of £97k to expenditure of £17k as IAS 19 administration costs of £114k now have to be included under Non Distributed Costs. This has increased the Cost of Services from £110.095m to £110.209m. The Financing and Investment Income figure has increased by £1.265m from £9.105m to £10.370m. These increases totalling £1.379m are offset by a reduction of £1.379m in actuarial gains on pension liabilities which have reduced from £5.942m to £4.563m In addition the detailed note on pensions, note 19, also shows restated figures and explains in detail the nature of the changes required. The 2012/13 figures for Notes 5, 9, 11 and 42 have also been restated as the changes are material.

NOTE 8 OTHER OPERATING EXPENDITURE

2012/13 £,000		2013/14 £,000
3,473	Parish Council Precepts	3,555
205	Payments to the Government Housing Capital Receipts Pool	237
0	Unattached Capital Receipts	0
5,864	(Gains) / Losses on the Disposal of Non-current Assets	25,834
9,542	Total	29,626

The loss of £25.834m on disposal of non-current assets in 2013/14 is largely due to the transfer of Forest School to an academy in July 2013; statutory regulations require council owned schools granted academy status to be transferred at nil value, thereby generating a loss on disposal.

NOTE 9 FINANCING AND INVESTMENT INCOME AND EXPENDITURE

2012/13 Restated £,000		2013/14 £,000
4,490	Interest Payable and Similar Charges on Debt (note 40)	4,494
107	Interest Payable and Similar Charges on Finance Leases (note 40)	107
569	Interest Payable and Similar Charges on Private Finance Initiatives (note 40)	554
0	Impairment of financial instruments (note 40)	153
6,557	Pensions Interest Cost and Expected Return on Pensions (note 19)	6,582
(996)	Interest Receivable and Similar Income	(459)
(357)	Income and Expenditure in Relation to Investment Properties and Changes in their Fair Value (note 25)	(2,024)
0	Other Investment Income	0
10,370	Total	9,407

The £153k impairment of financial instruments cost was in respect of the shortfall on the final repayments in 2013/14 of the loans made to Icelandic banks, see note 32 for more information.

NOTE 10 TAXATION AND NON-SPECIFIC GRANT INCOMES

2012/13 £,000		2013/14 £,000
(79,466)	Council Tax Income	(78,105)
(19,818)	Non-domestic Rates	0
0	Retained Business Rates	(24,972)
0	Retained Business Rates tariff	13,160
(384)	Revenue Support Grant	(18,641)
(3,150)	Other Non-ringfenced Government Grants	(1,960)
(24,796)	Capital Grants and Contributions	(19,046)
(127,614)	Total	(129,565)

NOTE 11 AMOUNTS REPORTED FOR RESOURCE ALLOCATION DECISIONS

The analysis of income and expenditure by service on the face of the Comprehensive Income and Expenditure Statement is that specified by the Service Reporting Code of Practice. However, decisions about resource allocation are taken by the Council 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 pension contributions) rather than current service cost of benefits accrued in the year
- expenditure on some support services is budgeted for centrally and not charged to directorates

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

	2012/13 Restated £,000	2013/14 £,000
Net Expenditure in the Analysis	77,968	103,517
Net Expenditure of Services and Support Services not Included in the Analysis	25,363	17,383
Amounts in the Comprehensive Income and Expenditure Statement not Reported to Management in the Analysis	7,385	1,036
Amounts Included in the Analysis not Included in the Comprehensive Income and Expenditure Statement	(507)	(972)
Cost of Services in the Comprehensive Income and Expenditure Statement	110,209	120,964

Service Information for the year ended 31st March 2014	Children's Services £,000	Health & Wellbeing £,000	Environment Services £,000	Housing Revenue Account £,000	Total £,000
Fees, Charges & Other Service Income	(14,626)	(11,745)	(6,775)	(16,733)	(49,879)
Government Grants and Contributions	(101,761)	(28,378)	(5,030)	0	(135,169)
Total Income	(116,387)	(40,123)	(11,805)	(16,733)	(185,048)
Employee Expenses	85,524	3,791	7,603	1,397	98,315
Other Service Expenses	65,739	71,578	30,751	11,473	179,541
Support Service Recharges	3,941	2,674	3,322	772	10,709
Total Expenditure	155,204	78,043	41,676	13,642	288,565
Net Cost of Services	38,817	37,920	29,871	(3,091)	103,517



Reconciliation to Subjective Analysis	Service Analysis	Services & Support Services not in Analysis	Amounts not Reported to Management for Decision Making	Amounts not Included in Comp Income & Expenditure Statement	Cost of Services	Corporate Amounts	Total
	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Fees, Charges & Other Service Income	(49,879)	(6,539)	0	1,010	(55,408)	0	(55,408)
Surplus or Deficit on Associates and Joint Ventures	0	0	0	0	0	0	0
Interest and Investment Income	0	0	0	0	0	(305)	(305)
Income from Council Tax	0	0	0	0	0	(78,105)	(78,105)
Government Grants and Contributions	(135,169)	(145)	0	0	(135,314)	(51,460)	(186,774)
Total Income	(185,048)	(6,684)	0	1010	(190,722)	(129,870)	(320,592)
Employee Expenses	98,315	15,423	0	0	113,738	0	113,738
Other Service Expenses	179,540	18,122	(17,438)	(1,982)	178,242	0	178,242
Support Service Recharges	10,710	(9,478)	0	0	1,232	0	1,232
Depreciation, Amortisation and Impairment	0	0	18,474	0	18,474	(2,024)	16,450
Interest Payments	0	0	0	0	0	11,736	11,736
Precepts & Levies	0	0	0	0	0	3,555	3,555
Payments to Housing Capital Receipts Pool	0	0	0	0	0	237	237
Gain or Loss on Disposal of Fixed Assets	0	0	0	0	0	25,835	25,835
Total Expenditure	288,565	24,067	1,036	(1,982)	311,686	39,339	351,025
(Surplus) or Deficit on the Provision of Services	103,517	17,383	1,036	(972)	120,964	(90,531)	30,433



Service Information for the year ended 31st March 2013	Children's Services	Health & Wellbeing	Environment Services	Housing Revenue Account	Total
	£,000	£,000	£,000	£,000	£,000
Fees, Charges & Other Service Income	(21,872)	(9,365)	(4,665)	(15,488)	(51,389)
Government Grants and Contributions	(101,228)	(37,731)	(2,831)	0	(141,790)
Total Income	(123,100)	(47,096)	(7,496)	(15,488)	(193,180)
Employee Expenses	89,389	4,437	4,280	1,410	99,516
Other Service Expenses	52,651	73,588	25,480	10,217	161,936
Support Service Recharges	3,917	2,679	2,332	768	9,696
Total Expenditure	145,957	80,704	32,092	12,395	271,148
Net Cost of Services	22,857	33,608	24,596	(3,093)	77,968

Reconciliation to Subjective Analysis, Comparative Figures for 2012-13 Restated	Service Analysis	Services & Support Services not in Analysis	Amounts not Reported to Management for Decision Making	Amounts not Included in Comp Income & Expenditure Statement	Allocation of Recharges	Cost of Services	Corporate Amounts	Total
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Fees, Charges & Other Service Income	(51,389)	(7,582)	0	1,595	0	(57,376)	0	(57,376)
Surplus or Deficit on Associates and Joint Ventures	0	0	0	0	0	0	0	0
Interest and Investment Income	0	0	0	0	0	0	(996)	(996)
Income from Council Tax	0	0	0	0	0	0	(79,466)	(79,466)
Government Grants and Contributions	(141,791)	(881)	0	0	0	(142,672)	(48,148)	(190,820)
Total Income	(193,180)	(8,463)	0	1,595	0	(200,048)	(128,610)	(328,658)
Employee Expenses	99,516	18,572	0	0	0	118,088	0	118,088
Other Service Expenses	161,936	23,722	(10,269)	(2,102)	0	173,287	0	173,287
Support Service Recharges	9,696	(8,468)	0	0	0	1,228	0	1,228
Depreciation, Amortisation and Impairment	0	0	17,654	0	0	17,654	(357)	17,297
Interest Payments	0	0	0	0	0	0	11,723	11,723
Precepts & Levies	0	0	0	0	0	0	3,473	3,473
Payments to Housing Capital Receipts Pool	0	0	0	0	0	0	205	205
Gain or Loss on Disposal of Fixed Assets	0	0	0	0	0	0	5,864	5,864
Total Expenditure	271,148	33,826	7,385	(2,102)	0	310,257	20,908	331,165
(Surplus) or Deficit on the Provision of Services	77,968	25,363	7,385	(507)	0	110,209	(107,702)	2,507

NOTE 12 TRADING OPERATIONS

The Council has established one trading unit where the service manager is required to operate in a commercial environment and balance their budget by generating income from other parts of the authority or other organisations. Details of this unit are as follows:

Building Control Trading Account

The Building (Local Authority Charges) Regulations 2010 require the disclosure of information regarding the setting of charges for the administration of the building control function. Wokingham Borough Council sets charges for work carried out in relation to building regulations with the aim of covering all costs incurred. However, certain activities performed by the Building Control Unit cannot be charged for, such as providing general advice and liaising with other statutory authorities. The chargeable activities are summarised below:

	2012/13 £,000	2013/14 £,000
Building Control Trading Account		
Turnover	(523)	(662)
Expenditure	466	377
(Surplus) / Deficit	(57)	(285)

The chargeable account, in its thirteenth year of operation, made a surplus of £285,118 in 2013/14 compared to a £56,854 surplus in 2012/13. The account should take one financial year with another, and should achieve break-even over a rolling period of three years. The balance on the reserve at 31 March 2014 is a surplus of £259,044.

NOTE 13 MEMBERS' ALLOWANCES

The Council paid the following amounts to Members of the Council during the year:

	2012/13 £,000	2013/14 £,000
Members Remuneration	578	608
	578	608

The amount paid to Members includes allowances, expenses and other remuneration.

NOTE 14 OFFICERS' REMUNERATION (including exit packages)

The Council paid the following amounts to its senior employees:

Post Title and Name of Holder	Year	Salary, Fees and Allowances £	Performance Related Pay £	Expenses £	Compensation for Loss of Office £	Pension Contribution £	Total £
Chief Executive							
Andy Couldrick	2013/14	125,000	9,375	1,741	0	21,500	157,616
Andy Couldrick	2012/13	128,383	8,295	1,460	0	21,660	159,798
Director - Health & Wellbeing							
Stuart Rowbotham	2013/14	112,695	8,452	479	0	19,384	141,010
Stuart Rowbotham	2012/13	112,362	6,762	740	0	18,874	138,738
Director of Environment							
Heather Thwaites	2013/14	105,787	7,754	222		18,279	132,042
Heather Thwaites	2012/13	102,683	6,203	0	0	17,315	126,201
Strategic Director - Neighbourhood Services							
Mark Moon	2013/14	91,049	14,637	243	63,050	17,012	185,991
Mark Moon	2012/13	102,683	6,203	0	0	17,315	126,201
Director - Children's Services							
Judith Ramsden	2013/14	27,074	0	0	0	4,329	31,403
Pauline Maddison	2013/14	130,406	0	457	0	0	130,863
Pauline Maddison	2012/13	143,406	0	197	0	0	143,603
Director - Finance and Resources							
Graham Ebers	2013/14	112,695	8,452	555	0	19,383	141,085
<i>payments relating to 12/13 received in 13/14</i>	2013/14	9,312	0	0	0	1,490	10,802
Graham Ebers	2012/13	103,383	6,203	385	0	17,315	127,286
Head of Governance and Improvement formerly Director of Transformation							
Andrew Moulton	2013/14	89,301	6,750	0	0	15,480	111,531
Andrew Moulton	2012/13	89,301	4,229	44	0	14,889	108,463
Director of Governance							
Susanne Nelson-Wehrmeyer	2013/14	93,662	0	732	55,627	10,593	160,614
Susanne Nelson-Wehrmeyer	2012/13	96,034	5,297	387	0	16,010	117,728

Director of Business Assurance & Democratic Services							
Muir Laurie (in post until August 2013)	2013/14	20,081	0	31	0	0	20,112
Muir Laurie	2012/13	71,800	0	569	0	0	72,369

Head of Town Centre Regeneration							
Bernard Pich	2013/14	76,116	1,140	0	12,291	89,547	

The Council restructure has meant that some senior officer posts have changed name and/or responsibilities and a new post Head of Town Centre Regeneration now appears in the table above. The nearest post match has been included for comparison purposes in all cases. Three senior officers left the Council during 2013/14 and three posts were deleted (Director of Governance, Director of Business Assurance & Democratic Services and Strategic Director – Neighbourhood Services). The Director of Children's' Services post was filled by Judith Ramsden part way through the year, who replaced an interim member of staff. The performance related pay for the Strategic Director - Neighbourhood Services covers two financial years, 2012/13 and 2013/14. The 2013/14 payment would normally have been paid during 2014/15 however it became payable upon termination of employment.

The Council's other employees (including those employed in schools) receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) were paid the following amounts:

Remuneration Band	2012/13			2013/14		
	Council	School	Total	Council	School	Total
£50,000 - £54,999	15	18	33	17	22	39
£55,000 - £59,999	13	19	32	14	14	28
£60,000 - £64,999	6	13	19	5	9	14
£65,000 - £69,999	6	10	16	6	4	10
£70,000 - £74,999	3	5	8	1	1	2
£75,000 - £79,999	2	0	2	3	2	5
£80,000 - £84,999	3	2	5	2	1	3
£85,000 - £89,999	1	2	3	0	1	1
£90,000 - £94,999	0	0	0	0	0	0
£95,000 - £95,499	0	0	0	2	0	2
	49	69	118	50	54	104

2012/13 School employee numbers have been restated to keep the methodology consistent across years.

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

COUNCIL	Number of compulsory redundancies		Number of other departures agreed		Total number of exit packages		Total cost of exit packages in each band	
	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14
Exit package cost								
£0 - £20,000	6	38	5	6	11	44	£115,403	£158,230
£20,001 - £40,000	1	1	0	0	1	1	£37,332	£25,743
£40,001 - £60,000	0	0	0	0	0	0	£0	£0
£60,001 - £80,000	0	2	0	0	0	2	£0	£142,372
£80,001 - £100,000	0	0	0	0	0	0	£0	£0
£100,001 - £150,000	0	0	0	0	0	0	£0	£0
Above £150,000	0	2	0	0	0	2	£0	£366,324
SCHOOLS								
Exit package cost								
£0 - £20,000	12	1	2	4	14	5	£104,322	£57,653
£20,001 - £40,000	0	0	1	1	1	1	£25,250	£34,356
£40,001 - £60,000	0	0	0	0	0	0	£0	£0
£60,001 - £80,000	0	0	0	0	0	0	£0	£0
£80,001 - £100,000	0	0	1	0	1	0	£90,971	£0

NOTE 15 TERMINATION BENEFITS

The Council terminated the contracts of a number of employees in 2013/14, incurring expenditure of £352k (£177k in 2012/13). These were mainly due to officers who were made redundant as part of the reorganisation of services at the council. This includes two directors, for whom details may be found in Note 14.

NOTE 16 RELATED PARTIES

The Council is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence or to be controlled or 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.

All Councillors, officers on the Corporate Leadership Team, members of the Standards Committee and budget managers were asked to complete a disclosure statement in respect of themselves and their family members / close relatives, detailing any material transactions with related parties.

Central Government

Central government has a direct influence over the general operations of the Council – it is responsible for providing the statutory framework, within which the Council operates, provides a large amount 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 note 20.

Members

Members of the Council have direct control over the Council's financial and operating policies. The total of member's allowances paid in 2013/14 is shown in Note 13. During 2013/14, works and services to the value of £25.337m (£32.279m in 2012/13) were commissioned from companies in which 9 members had an interest (14 in 2012/13). The decrease is mostly due to a one off payment of £9.4m to Wokingham Enterprises Ltd in 2012/13. Contracts were entered into in full compliance with the Council's standing orders. In addition, grants and payments totalling £350k (£616k in 2012/13) were paid to voluntary organisations and charities in which 10 members declared an interest (17 in 2012/13). Payments of £2.139m (£2.117m in 2012/13) were made to education establishments in which 9 members declared an interest (6 in 2012/13). The Council owed £120k to these organisations at 31 March 2014 (£416k at 31 March 2013), while £264k was owed to Wokingham Borough Council by the relevant organisations at 31 March 2014 (£276k at 31 March 2013).

The relevant members did not take part in any discussion or decision relating to the grants and payments. Details of all these transactions are recorded in the Register of Members Interest, open to public inspection at the Council Offices during office hours.

Officers

During 2013/14, works and services to the value of £7.047m (£18.296m in 2012/13) were commissioned from companies in which 15 officers had an interest (14 in 2012/13). This includes 2 officers interests in wholly owned Council subsidiaries in which they were acting in capacity of their role for the Council (2 in 2012/13), which totalled £1.1m (£9.947m in 2012/13). The main difference in the amounts shown between years relates to Wokingham Enterprises Ltd, which is no longer trading. The Council owed the relevant organisations £626k at 31 March 2014 (£455k at 31 March 2013), while £31k was owed to Wokingham Borough Council at 31 March 2014 (£490k at 31 March 2013). Contracts were entered into in full compliance with the Council's standing orders. In

addition, grants and payments totalling £2k (£86k in 2012/13) were paid to voluntary organisations and charities in which 1 officer declared an interest (2 in 2012/13).

The relevant officers did not take part in any discussion or decision relating to the grants and payments.

Parish Councils

Certain Members of Wokingham Borough Council are also councillors of the 17 Parish Councils within the Borough. Each Parish Council has the ability to levy a precept upon Wokingham Borough Council for the collection of council tax on behalf of the Parish Councils. In 2013/14 Wokingham Borough Council collected and paid over £3.390m (£3.473m in 2012/13) in council tax to the Parish Councils.

Other Public Bodies

The Council entered into a PFI contract with Waste Recycling Group (RE3 Ltd) in 2006/07 for the disposal of waste together with Reading and Bracknell Forest Borough Councils, see note 30 for further details. The total outstanding value of the contract is £571m at 31 March 2014 (£594m at 31 March 2013). The Council's contribution for 2013/14 was £8.5m (£7.6m in 2012/13).

The Council also operates a shared legal services function with the Royal Borough of Windsor and Maidenhead, and a Sensory Needs service on behalf of a number of unitary authorities in Berkshire. The details are set out in note 48.

Entities Controlled or Significantly Influenced by the Council

The Council had seven subsidiary companies at 31 March 2014 (three at 31 March 2013), which are owned in full either directly or through existing subsidiaries, and each had a Board of Directors on which council members serve. Their accounts are incorporated in full in the Group Accounts section of the Statement of Accounts, together with the impact of transactions with the Council. The four new companies comprise WBC Holdings Ltd, which was incorporated in October 2013 and its role is to coordinate the management of the Council's other companies. The other three new companies are Loddon Homes (100% owned by WHL), plus two companies 100% owned by Optalis, and the purpose of all three is to assist overall service delivery and tax mitigation. The main companies are:

- WBC Holdings Ltd
- Wokingham Enterprises Ltd (WEL)
- Optalis Ltd
- Wokingham Housing Ltd (WHL)

NOTE 17 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 provided by the Audit Commission:

	2012/13 £,000	2013/14 £,000
External Audit Services	123	170
Certification of Grants and Returns	14	15
	137	185

NOTE 18 PENSION 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 retirement, and the Council contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The scheme is a multi-employer defined benefit scheme. However, the scheme is unfunded and the Department for Education uses a notional fund as the basis for calculating the employers' contribution rate paid by local authorities. The Council is not able to identify its share of 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.

In 2013/14, The Council paid £5,371,134 to the Teachers' Pension Scheme in respect of teachers' retirement benefits, representing 14.1% of pensionable pay. The figures for 2012/13 were £5,611,866 and 14.1% respectively.

The Council is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These costs are accounted for on a defined benefit basis and detailed in Note 19.

NOTE 19 DEFINED BENEFIT PENSION SCHEMES

Participation in Pension Schemes

As part of the terms and conditions of employment the authority offers retirement benefits. Although these benefits will not actually be payable until the employees retire the Council has a commitment to make the payments. This commitment needs to be disclosed at the time that employees earn their future entitlement.

The International Accounting Standards Board (IASB) has approved changes to International Accounting Standard (IAS) 19 for pensions accounting, which applies for company accounting periods beginning on or after 1 January 2013. The Code requires local authorities to show the impact of the changes in the financial year prior to their implementation. As a result, an extra column has been added in to the tables below to show the restated 2012/13 figures so that a direct comparison can be made with the 2013/14 figures, which are already on the new IAS 19 basis. A key point to emphasise is that the overall assets and liabilities included in the Balance Sheet, and the deficit at the foot of the Comprehensive Income and Expenditure Statement, are not affected by the IAS 19 change.

The main changes that affect the Profit and Loss charge arising from the change to IAS 19 are:

- Removal of the expected return on assets, to be replaced by a net interest cost comprising interest income on the assets and interest expense on the liabilities, which are both calculated with reference to the discount rate;
- Some labelling changes to the Profit and Loss charge; for example, "Service Cost" now includes what was previously described as the "Current Service Cost" plus the "Past Service Cost" plus any "Curtailements" plus any "Settlements".

- Administration expenses are now accounted for within the Profit and Loss charge; previously a deduction to the actual and expected return on assets was made.

The changes have also affected three of the overall Financial Statements, the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, and the Cash Flow Statement, and the impact of the change is shown separately in each of these statements.

The Council participates in two schemes:

- The Local Government Pension Scheme (LGPS), administered by the Royal Borough of Windsor and Maidenhead – this is a funded scheme, which means that the Council and employees pay contributions into the fund, calculated at a level intended to balance the pensions liabilities with investment assets.
- Wokingham Borough Council is also responsible for a share (19.0561%) of the former Berkshire County Council (BCC) Local Government Pension Scheme. The scheme is also administered by the Royal Borough of Windsor and Maidenhead Council. Although now closed, a liability remains for the pensioners that were in the scheme when BCC ceased to exist.

The principal risks to the council of the schemes 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 and the Housing Revenue Account the amounts required by statute as described in the accounting policies note.

Transactions Relating to Post-Employment Benefits

The council recognises the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge the council is required to make against council tax is based on the cash payable in the year, so the real cost of retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement (The transactions for the Wokingham scheme are shown below as 'WBC', while transactions for Berkshire County Council ('BCC') shown below represent only Wokingham's share (19.0561%) of the Berkshire scheme, and they are all separately identified in the table below). 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		
	2012/13	2012/13	2013/14
	Original £,000	Restated £,000	£,000
Comprehensive Income and Expenditure Statement			
Service cost comprising:			
• Current Service Cost WBC scheme	9,128	9,239	9,474
• Administration Costs WBC scheme	0	104	127
• Administration Costs BCC scheme	0	10	10
• Losses/gains on settlements/curtailments WBC scheme	112	0	0
• Unfunded Pension Payments WCC scheme	(175)	0	0
• Unfunded Pension Payments BCC scheme	(454)	0	0



Financing and Investment Income and Expenditure:

• Net Interest on the Defined Liability WBC	0	4,820	5,082
• Net Interest on the Defined Liability BCC	0	1,737	1,500
• Interest Cost WBC scheme	11,194	0	0
• Interest Cost BCC scheme	2,324	0	0
• Expected Return on WBC Scheme Assets	(7,532)	0	0
• Expected Return on BCC Scheme Assets	(694)	0	0

Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	13,903	15,910	16,193
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Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement:

Remeasurement of the net defined benefit liability comprising :

• Remeasurements on WBC scheme assets	(570)	(1,832)	3,036
• Remeasurements on BCC scheme assets	6,512	6,395	(3,772)
	19,845	20,473	15,457

Local Government Pension Scheme

2012/13 Original £,000	2012/13 Restated £,000	2013/14 £,000
(13,903)	(15,910)	(16,193)
5,925	6,554	6,907
(7,978)	(9,356)	(9,286)

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 Actual Amount Charged Against the General Fund Balance for Pensions in the Year:

- Employer's Contributions Payable to Scheme

A valuation of the Berkshire County Council LGPS was undertaken by the Actuary, Barnett Waddingham LLP, who assessed the Net Pension Liability as at 31 March, 2014. The liability was shared between the six Berkshire Councils on the basis of population as at 31 March 1998. Wokingham Borough Council's share amounts to £42.970m at 31 March 2014 (£45.678m at 31 March 2013).

The cumulative amount of actuarial gains and losses for the Wokingham scheme recognised in other comprehensive income and expenditure in the actuarial gains or losses on pension liabilities line was, at 31 March 2014 a loss of £84.173m (At 31 March 2013 a restated loss of £81.137m, and a pre-restatement loss of £82.399m). For the Council's share of the Berkshire scheme, at 31 March 2014 there was a loss of £25.866m (At 31 March 2013 a restated loss of £29.638m, and a pre-restatement loss of £29.755m).

Assets and Liabilities in Relation to Post-Employment Benefits

The BCC figures shown below are the Wokingham share of the overall former Berkshire County Council Scheme.

Reconciliation of present value of the scheme liabilities (defined benefit obligation):

	2012/13 Original £,000	2012/13 Restated £,000	2013/14 £,000
Opening Balance at 1 April (WBC and BCC)	297,359	297,359	326,642
Current Service Cost WBC Scheme	9,128	9,128	9,616
Net Interest on the Defined Liability WBC	11,194	11,194	12,168
Net Interest on the Defined Liability BCC	2,324	2,324	1,871
Change in financial assumptions WBC	N/A	6,518	7,103
Change in financial assumptions BCC	N/A	6,813	(3,298)
Change in demographic assumptions WBC	N/A	0	(11,555)
Change in demographic assumptions BCC	N/A	0	(3,723)
Experience loss/(gain) on defined benefit obligation WBC	N/A	19	(2,257)
Experience loss/(gain) on defined benefit obligation BCC	N/A	356	3,163
Contribution by Scheme Participants WBC	2,472	2,472	2,512
Total Actuarial (Gains) and Losses WBC	6,537	N/A	N/A
Total Actuarial (Gains) and Losses BCC	7,168	N/A	N/A
Benefits Paid net of transfers in WBC	(6,061)	(6,061)	(9,025)
Benefits Paid net of transfers in BCC	(2,953)	(2,953)	(2,809)
Past Service Costs incl Curtailments WBC	119	119	443
Liabilities assumed/(extinguished) on Settlements WBC	(16)	(16)	(916)
Unfunded Pension Payments WBC	(176)	(176)	(178)
Unfunded Pension Payments BCC	(453)	(454)	(446)
Total Liabilities at 31 March	326,642	326,642	329,311

Reconciliation of the movements in the Fair Value of the scheme (Plan) assets:

	Wokingham Borough		
	2012/13 £,000	2012/13 Restated £,000	2013/14 £,000
Opening fair value of scheme assets (WBC and BCC)	151,659	151,659	167,022
Expected Return on Scheme Assets WBC	7,532	N/A	N/A
Expected Return on Scheme Assets BCC	694	N/A	N/A
Interest on Assets WBC	N/A	6,374	7,086
Interest on Assets BCC	N/A	587	370
Return on Assets less Interest WBC	N/A	8,369	(2,456)
Return on Assets less Interest BCC	N/A	773	11
Actuarial Gains/(Losses) WBC	7,107	0	(7,288)
Actuarial Gains/(Losses) BCC	656	0	(97)



Administration Expenses WBC	0	(104)	(127)
Administration Expenses BCC	0	(10)	(10)
Employer Contributions including Unfunded WBC	6,100	6,100	6,461
Employer Contributions including Unfunded BCC	454	454	446
Contributions by Scheme Participants WBC	2,472	2,472	2,512
Benefits Paid plus unfunded net of transfers WBC	(6,236)	(6,236)	(9,203)
Benefits Paid plus unfunded net of transfers BCC	(3,407)	(3,407)	(3,254)
Settlement prices received /paid WBC	(9)	(9)	(331)
Total Fair Value of Scheme Assets at 31 March	167,022	167,022	161,142
Net Liability Closing Balance	159,620	159,620	168,169

The expected return on scheme assets is determined by considering the expected returns available on the assets underlying the current investment policy. Expected yields on fixed interest investments are based on gross redemption yields as at the Balance Sheet date.

Expected returns on equity investments reflect long-term real rates of return experienced in the respective markets.

The actual loss on scheme assets in 2013/14 was £2.658m comprising a gain of £7.086m on Interest on Assets offset by a loss of £2.456m on Return on Assets less Interest, and an Actuarial Loss of £7.288m. As a result of the restatement in 2012/13 there was a gain of £14.743m comprising £6.374m Interest on Assets and £8.369m Return on Assets less Interest for the Wokingham scheme. For Wokingham's share of the Berkshire scheme, the actual gain was £284k in 2013/14 comprising a gain of £370k on Interest on Assets plus a gain of £11k on Return on Assets less Interest, offset by an Actuarial Loss of £97k (gain of £1.35m in 2012/13).

Scheme History

Wokingham Borough Council Scheme	2009/10	2010/11	2011/12	2012/13	2013/14
	£,000	£,000	£,000	£,000	£,000
Present Value of the defined benefit obligation	(242,042)	(205,803)	(242,856)	(266,084)	(274,171)
Fair Value of plan Assets	130,756	144,283	137,437	154,403	151,057
Present Value of Unfunded Obligations	(2,844)	(2,883)	(2,292)	(2,261)	(2,085)
Net liability arising from the defined benefit obligation	(114,130)	(64,403)	(107,711)	(113,942)	(125,199)
Former Berkshire County Council Scheme	2009/10	2010/11	2011/12	2012/13	2013/14
	£,000	£,000	£,000	£,000	£,000
Present Value of the defined benefit obligation	(252,811)	(228,814)	(243,963)	(272,682)	(247,053)
Fair Value of plan Assets	96,289	89,580	74,632	66,221	52,921
Present Value of Unfunded Obligations	(16,025)	(15,772)	(30,023)	(33,240)	(31,360)
Net liability arising from the defined benefit obligation	(172,547)	(155,006)	(199,354)	(239,701)	(225,492)

Wokingham's share of Former Berkshire County Council Scheme (19.0561%)	2009/10	2010/11	2011/12	2012/13	2013/14
	£,000	£,000	£,000	£,000	£,000
Present Value of the defined benefit obligation	(48,176)	(43,603)	(46,490)	(51,963)	(47,079)
Fair Value of plan Assets	18,349	17,070	14,222	12,619	10,085
Present Value of Unfunded Obligations	(3,054)	(3,006)	(5,721)	(6,334)	(5,976)
Net liability arising from the defined benefit obligation	(32,881)	(29,539)	(37,989)	(45,678)	(42,970)
Wokingham BC Scheme plus share of Former Berkshire County Council Scheme (19.61%)	2009/10	2010/11	2011/12	2012/13	2013/14
	£,000	£,000	£,000	£,000	£,000
Present Value of the defined benefit obligation	(290,218)	(249,406)	(289,346)	(318,047)	(321,250)
Fair Value of plan Assets	149,105	161,353	151,659	167,022	161,142
Present Value of Unfunded Obligations	(5,898)	(5,889)	(8,013)	(8,595)	(8,061)
Net liability arising from the defined benefit obligation	(147,011)	(93,942)	(145,700)	(159,620)	(168,169)

The liabilities show the underlying commitments that the Council has in the long term to pay post employment (retirement) benefits. The total net liability of £168.169m at 31 March 2014 (£159.620m at 31 March 2013) has a substantial impact on the net worth of the Council as shown in the Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the authority remains healthy because the deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees (i.e. before payments fall due), as assessed by the scheme actuary.

The total contributions expected to be made on the Local Government Pension Scheme by the Council in the year to 31 March 2015 is £6.153m (£5.880m at 31 March 2013).

Basis for Estimating Assets and Liabilities

The revised IAS 19 affects the expected return on assets and the interest cost, both of which have been replaced with a single net interest cost, which effectively sets the expected return equal to the IAS 19 discount rate. For the year to 31 March 2014, the expected return is based on the discount rate, which was 4.5% and this rate has been used to determine the profit and loss charge for the year ended 31 March 2014, compared to a rate of 5.4% in 2012/13. This replaces the previous basis which applied up to 2011/12 financial year, in which liabilities were 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.

Barnett Waddingham LLP, an independent firm of actuaries, assessed the liabilities as at 31 March 2014. The principal assumptions used by the actuary are:



	2012/13	2013/14
Long-term Expected Rate of Return on Assets in the Scheme:		
Equity Investments	5.4%	N/A
Gilts	0%	N/A
Bonds	5.4%	N/A
Property	5.4%	N/A
Cash	5.4%	N/A
Alternative Assets	5.4%	N/A
Expected Return on Assets (Equal to the discount rate)	5.4%	4.5%
Mortality Assumptions:		
Longevity at 65 for Current Pensioners:		
• Men	23.1	22.7
• Women	25.7	26.0
Longevity at 65 for Future Pensioners:		
• Men	25.1	24.9
• Women	27.6	28.3
Rate of Inflation-RPI	3.4%	3.6%
Rate of Inflation-CPI	2.6%	2.8%
Rate of Increase in Salaries	4.55%	4.6%
Rate of Increase in Pensions	2.6%	2.8%
Rate for Discounting Scheme Liabilities	4.6%	4.5%
Take-up Option to Convert Annual Pension into Retirement Lump Sum	50.0%	50%
Take-up Option to pay 50% contributions for 50% of benefits		10%

The Local Government Pension Scheme's assets consist of the following categories, by proportion of the total assets held:

	2012/13	2013/14
Equity Investments	41%	42%
Gilts	1%	1%
Bonds (All overseas)	21%	16%
Property	10%	12%
Cash	0%	2%
Alternative Assets	27%	N/A
Target Return	N/A	18%
Commodities	N/A	9%
Infrastructure	N/A	4%
Longevity Insurance	N/A	(4%)
Total	100.0%	100.0%

History of Experience Gains and Losses

The actuarial gains and losses identified as movements on the Pensions Reserve can be analysed into the following categories, measured as a percentage of assets or liabilities at 31 March:

	2009/10	2010/11	2011/12	2012/13	2013/14
	%	%	%	%	%
Differences Between the Expected and Actual Return on Assets	(22.69)	(2.09)	7.99	(4.86)	1.41
Experience Gains and Losses on Liabilities	0.63	2.58	(0.72)	(0.21)	(3.22)

The estimation of the defined benefit obligation 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 the other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity 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.

Impact on the Defined Benefit Obligation in the Scheme

	£,000	£,000	£,000
Adjustment to discount rate (increase or decrease)	+0.1%	0.0%	-0.1%
Present Value of Total Obligation	323,372	329,311	335,365
Projected Service Cost	8,430	8,630	8,834
Adjustment to long term salary increase	+0.1%	0.0%	-0.1%
Present Value of Total Obligation	330,115	329,311	328,512
Projected Service Cost	8,630	8,630	8,630
Adjustment to pension increases and deferred revaluation	+0.1%	0.0%	-0.1%
Present Value of Total Obligation	334,656	329,311	324,070
Projected Service Cost	8,838	8,630	8,426
Adjustment to mortality age rating assumption	+ 1 Year	None	- 1 Year
Present Value of Total Obligation	317,793	329,311	340,933
Projected Service Cost	8,336	8,630	8,926

Impact on the Authority's Cash Flows

The objectives of the scheme are to maintain employers' contributions at as constant a rate as possible. Funding levels are monitored on an annual basis, and 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 Services Pensions Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public sector schemes may not provide benefits in relation to service after 31 March 2014 (or service after 31 March 2015 for other main existing public sector pension schemes in England and Wales). The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants.

As at 31 March 2014 the estimated contributions to the scheme in 2014/15 total £6.153m.

The estimated duration of the defined benefit obligation for members of the Wokingham Borough Council scheme members is 20 years at 31 March 2014 (24 years at 31 March 2013), and for the members of the former Berkshire scheme is 13 years at 31 March 2014 (11 years at 31 March 2013).

NOTE 20 GRANT INCOME

The Council credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2013/14:

	2012/13 £,000	2013/14 £,000
Credited to Taxation and Non-specific Grant Income:		
Revenue Support Grant	(20,202)	(18,641)
New Homes Bonus & Council Tax Freeze	(3,150)	(1,854)
Other Grants	0	(106)
Capital Grants	(21,248)	(14,085)
Capital Contributions	(3,548)	(4,961)
Total	(48,148)	(39,647)

	2012/13 £,000	2013/14 £,000
Credited to Services:		
Dedicated Schools Grant	(92,360)	(92,932)
EFA 6 th Form Funding	(6,228)	(4,580)
Education Services Grant	0	(2,665)
Pupil Premium	(1,186)	(1,913)
Additional grant for Schools*	(154)	(293)
Mandatory Rent Allowances: subsidy	(16,125)	(16,674)
Public Health Grant	0	(3,839)
Rent Rebates Granted to HRA Tenants: subsidy	(7,340)	(7,021)
Council Tax Benefit: subsidy	(5,057)	0
Early Intervention Grant	(5,307)	(259)
Private Finance Initiative (PFI)	(1,109)	(1,109)
Pooled Treatment Grant	(431)	(56)
Small Business Rate Relief	0	(390)
Housing Benefit and Council Tax Benefit Administration	(475)	(465)
Local Services Support Grant	(456)	(148)
Adult and Community Learning from Learning and Skills Council	(226)	(287)
Music Education Grant	(35)	0
Social Care Reform	(90)	0
Learning Disability & Health Reform	(6,815)	0
Performance Reward Grant	(102)	0
Primary Care Trust/NHS Reform	(1,116)	(1,437)
Large Scale Sites Grant	(353)	(1,424)
Influencing Travel Behaviour in Wokingham	(400)	(640)
Sustainable Chiltern Gateway*	(148)	(220)
Other Grants	(900)	(1,058)
Total	(146,413)	(137,410)

*Grants shown in other grants in 12/13, split out in 13/14.

There have been some significant changes between 2012/13 and 2013/14, mostly due to transfers of several large grants to or from Revenue Support Grant. The main items are Education Services Grant (£2.665m in 2013/14) which was transferred out, while Council Tax Benefit Subsidy (£5.057m in 2012/13) and Learning Disability and Health Reform grant (£6.815m in 2012/13) were transferred in. In addition Public Health grant of £3.839m was transferred from the NHS.

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

	31st March, 2013	31st March, 2014
	£,000	£,000
Revenue Grants Receipt in Advance:		
Social Care Reform Grant	(237)	(265)
Severe Weather Recovery Grant	0	(250)
Other Grants	(72)	(248)
Total	(309)	(763)

	31st March, 2013	31st March, 2014
	£,000	£,000
Capital Grants Receipt in Advance:		
Devolved Formula Grant	(2,126)	(1,677)
Disabled Facilities Grant	0	0
Local Sustainable Transport Fund (Influencing Travel Behaviour)	0	(417)
Decent Homes Backlog Grant	0	(858)
Local pinch Point Fund	0	(464)
Targeted Basic Need Programme	0	(410)
Other Grants	(9)	(153)
Total	(2,135)	(3,979)

	31st March, 2013	31st March, 2014
	£,000	£,000
Capital Contributions Receipt in Advance:		
S106 Contributions	(16,599)	(15,081)
Other Contributions	0	0
Total	(16,599)	(15,081)

Total Capital Grants and Contributions Receipts in Advance	(18,734)	(19,060)
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In addition to the S106 contributions receipt in advance of £15.081m as at 31 March 2014, the Council has £2.232m S106 contributions in earmarked reserves which relate to S106 commuted sums and SANG (Suitable Alternative Natural Greenspace) contributions to maintain green spaces around developments.

NOTE 21 DEDICATED SCHOOLS GRANT

The Council's expenditure on schools is funded primarily by grant monies provided by the Department for Education, the Dedicated Schools Grant (DSG). An element of DSG is recouped by the Department to fund academy schools in the council's area. DSG is ringfenced and can only be applied to meet expenditure properly included in the Schools Budget, as defined in the School Finance (England) Regulations 2008. The Schools Budget includes elements for a range of educational services provided on an authority-wide basis and for the Individual Schools Budget (ISB), which is divided into a budget share for each maintained school.

Details of the deployment of the DSG receivable for 2013/14 are as follows and comprise the DSG figure as issued by the Department in July 2013 (This does not include the Early Years January 2014 adjustment) :

	Central Expenditure £,000	ISB £,000	Total £,000
Final DSG for 2013/14 before Academy Recoupment			(111,965)
Less Academy figure recouped for 2013/14			19,033
Total DSG after Academy recoupment for 2013/14			(92,932)
Brought forward from 2012/13			(1,472)
Carry-forward to 2014/15 agreed in advance			0
Agreed initial budget distribution in 2013/14	(13,496)	(80,908)	(94,404)
In year Adjustments			
Final Budgeted distribution for 2013/14	(13,496)	(80,908)	(94,404)
Less Actual central expenditure	12,396		12,396
Less Actual ISB deployed to schools		80,468	80,468
Plus Local authority contribution for 2013/14			0
Carry Forward to 2014/15	(1,100)	(440)	(1,540)

NOTE 22 USABLE RESERVES

Movements in the Council's usable reserves are detailed in the Movement in Reserves Statement. The usable reserves are:

- General Fund Balance – the general reserves of the Council can be used to finance the day to day operations of the Council and its capital activities
- Earmarked Reserves – held for specific accounting / policy purposes and are ring fenced funds that cannot be used for other purposes
- Housing Revenue Account (HRA) – resources available to meet future running costs for council houses
- Schools & Dedicated Schools Grant – to resource expenditure directly/ not directly delegated to schools
- Capital Receipts – proceeds of asset sales available to meet future capital requirements and to act as a contingency

- Major Repairs Reserve – controls the application of the Major Repairs Allowance (MRA). The balance shows the MRA that has yet to be applied
- Capital Grants Unapplied – holds the grants and contributions received towards capital projects which have not yet been used to finance specific capital schemes

NOTE 23 UNUSABLE RESERVES

31st March, 2013		31st March, 2014	
£,000		£,000	
(97,014)	Revaluation Reserve	(90,684)	
(446,388)	Capital Adjustment Account	(436,541)	
2,309	Financial Instruments Adjustment Account	2,173	
0	Deferred Capital Receipts Reserve	0	
159,620	Pensions Reserve	168,169	
(800)	Collection Fund Adjustment Account	(901)	
2,870	Accumulated Absences Account	3,051	
(379,403)	Total Unusable Reserves	(354,732)	

Revaluation Reserve

The Revaluation Reserve contains the gains made by the Council arising from increases in the value of its Property, Plant, Equipment and Intangible Assets. The balance is reduced when assets with accumulated gains are:

- Revalued downwards or impaired and the gains are lost
- Used in the provision of services and the gains are consumed through depreciation, or
- Disposed of and the gains are realised.

The Reserve contains 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 Capital Adjustment Account.

31st March, 2013		31st March, 2014	31st March, 2014
£,000		£,000	£,000
(93,983)	Balance at 1st April		(97,014)
(7,706)	Upward Revaluation of Assets	(5,943)	
1,967	Downward Revaluation of Assets and Impairment Losses not Charged to the Surplus or Deficit on the Provision of Services	1,726	
(5,739)	Surplus or Deficit on Revaluation of Non-current Assets not Posted to the Surplus or Deficit on the Provision of Services		(4,217)
2,668	Difference Between Fair Value Depreciation and Historical Cost Depreciation	2,602	
40	Accumulated Gains on Assets Sold or Disposed	7,945	
2,708	Amount Written Off to the Capital Adjustment Account		10,547
(97,014)	Balance at 31st March		(90,684)

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 of assets, 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 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.

31st March, 2013 £,000 (446,813)		31st March, 2014 £,000	31st March, 2014 £,000 (446,388)
	Balance at 1st April		
	Reversal of Items Relating to Capital Expenditure Debited or Credited to the Comprehensive Income and Expenditure Statement:		
17,244	• Charges for Depreciation of Non-current Assets	18,025	
5,479	• Charges for Impairment of Non-current Assets	1,227	
2,127	• Revaluation Losses on Property, Plant and Equipment	3,629	
410	• Amortisations of Intangible Assets	449	
0	• Revenue Expenditure Funded from Capital under Statute	15,174	
7,323	• Amounts of Non-current Assets to be Written Off on Disposal or Sale as part of the Gain / Loss on Disposal to the Comprehensive Income and Expenditure Statement	27,923	
32,583			66,427
(2,708)	Adjusting Amounts Written Out of the Revaluation Reserve		(10,547)
29,875	Net Written Out Amount of the Cost of Non-current Assets Consumed in the Year		55,880
	Capital Financing Applied in the Year:		
(12,770)	• Use of Capital Receipts Reserve to Finance New Capital Expenditure	(1,313)	
(4,574)	• Use of Major Repairs Reserve to Finance New Capital Expenditure	(2,604)	
(2,787)	• Capital Grants and Contributions	(6,521)	

31st March, 2013 £,000		31st March, 2014 £,000	31st March, 2014 £,000
	• Credited to the Comprehensive Income and Expenditure Statement that have been Applied to Capital Financing		
(14,442)	• Application of Grants to Capital Financing from the Capital Grants Unapplied Account	(27,763)	
(3,416)	• Statutory Provision for the Financing of Capital Investment Charged against the General Fund and HRA Balances	(3,431)	
0	• Capital Expenditure Charged against the General Fund and HRA Balances	(359)	
(445)	• Long Term Debtor recognised through Capital Expenditure	0	
9,405	• Long Term Investment wrote down upon repayment of Investment	0	
(640)	• Voluntary Debt Repayment - HRA	(2,076)	
0	• Prior Year Adjustment – Impairment of School	(884)	
(29,669)			(44,951)
219	Movements in the Market Value of Investment Properties Debited or Credited to the Comprehensive Income and Expenditure Statement		(990)
0	Movement in the donated Assets Account Credited to the Comprehensive Income and Expenditure Statement		(92)
(446,388)	Balance at 31st March		(436,541)

Financial Instruments Adjustment Account

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

The Council uses the account to manage premiums paid on the early redemption of loans. Premiums are debited to the Comprehensive Income and Expenditure Statement when they are incurred, but reversed out of the General Fund Balance to the account in the Movement in Reserves Statement. Over time, the expense is posted back to the General Fund Balance in accordance with statutory arrangements for spreading the burden on council tax. In the council's case, this period is the unexpired term that was outstanding on the loans when they were redeemed.



31st March, 2013		31st March, 2014	
£,000		£,000	
2,445	Balance at 1st April	2,309	
0	Premiums Incurred in the Year and Charged to the Comprehensive Income and Expenditure Statement	0	
(136)	Proportion of Premiums Incurred in Previous Financial Years to be Charged against the General Fund Balance in Accordance with Statutory Requirements	(136)	
0	Amount by which Finance Costs Charged to the Comprehensive Income and Expenditure Statement are Different from Finance Costs Chargeable in the Year in Accordance with Statutory Requirements	0	
2,309	Balance at 31st March	2,173	

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 services, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Council makes employer's contributions to pension funds, or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a 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.

31st March, 2013		31st March, 2014	
£,000		£,000	
145,700	Balance at 1st April	159,620	
5,942	Actuarial Gains or (Losses) on Pensions Assets and Liabilities	(737)	
13,903	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	16,193	
(5,925)	Employer's Pensions Contributions and Direct Payments to Pensioners Payable in the Year	(6,907)	
159,620	Balance at 31st March	168,169	

Collection Fund Adjustment Account

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



31st March, 2013		31st March, 2014
£,000		£,000
(952)	Balance at 1st April	(800)
	Amount by which Council Tax and Retained Business Rates Income Credited to the Comprehensive Income and Expenditure Statement is Different from Council Tax and Retained Business Rates Income Calculated for the Year in Accordance with Statutory Requirements	
152		(101)
(800)	Balance at 31st March	(901)

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

31st March, 2013		31st March, 2014
£,000		£,000
3,047	Balance at 1st April	2,870
(3,047)	Settlement or cancellation of accrual made at the end of preceding Year	(2,870)
2,870	Amounts accrued at the end of the current year	3,051
	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accrual basis is different from remuneration chargeable in the year in accordance with statutory requirements	
(177)		181
2,870	Balance at 31st March	3,051

NOTE 24 PROPERTY, PLANT AND EQUIPMENT

Movements in 2013/14:	Council Dwellings	Other Land and Buildings (Inc. HRA)	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets under Construction	Total Property, Plant and Equipment	PFI Assets Included in Property, Plant and Equipment
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Cost or Valuation									
At 1st April, 2013	157,252	507,607	16,825	102,014	2,364	3,851	4,261	794,174	11,709
Additions	4,736	10,234	1,886	5,179	0	0	4,868	26,903	0
Revaluation Increases / (Decreases) Recognised in the Revaluation Reserve	3,554	2,300	0	0	0	0	0	5,854	0
Revaluation Increases / (Decreases) Recognised in the Surplus / Deficit on the Provision of Services	0	(3,629)	0	0	0	0	0	(3,629)	0
De-recognition - Disposals	(682)	(29,124)	(317)	0	0	(624)	0	(30,747)	0
Assets reclassified (to) / from Held for Sale	(221)	0	0	0	0	0	0	(221)	0
Other Movements in Cost or Valuation	(962)	962	(106)	0	0	193	0	87	0

Movements in 2013/14:	Council Dwellings	Other Land and Buildings (Inc. HRA)	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets under Construction	Total Property, Plant and Equipment	PFI Assets Included in Property, Plant and Equipment
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
At 31st March, 2014	163,677	488,350	18,288	107,193	2,364	3,420	9,129	792,421	11,709
Accumulated Depreciation and Impairment									
At 1st April, 2013	12,976	57,462	7,377	16,921	0	936	0	95,672	1,118
Depreciation Charge	2,865	10,038	1,432	3,249	0	441	0	18,025	407
Impairment Losses / (Reversals) Recognised in the Revaluation Reserve	0	753	0	0	0	0	0	753	0
Impairment Losses / (Reversals) Recognised in the Surplus / Deficit on the Provision of Services	0	1,227	0	0	0	0	0	1,227	
Derecognition – Disposals	0	(2,311)	(237)	0	0	(499)	0	(3,047)	0
Assets reclassified (to) / from Held for Sale	0	0	0	0	0	0	0	0	0
Other movements in depreciation	0	0	0	0	0	0	0	0	0



Movements in 2013/14:	Council Dwellings	Other Land and Buildings (Inc. HRA)	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets under Construction	Total Property, Plant and Equipment	PFI Assets Included in Property, Plant and Equipment
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
and impairment									
At 31st March, 2014	15,841	67,169	8,572	20,170	0	878	0	112,630	1,525
Net Book Value									
At 31st March, 2014	147,836	421,181	9,716	87,023	2,364	2,542	9,129	679,791	10,184
At 31st March, 2013	144,276	450,145	9,448	85,093	2,364	2,915	4,261	698,502	10,591
Comparative Movements in 2012/13									
Cost/Valuation	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
At 1st April, 2012	158,742	493,150	11,721	96,552	2,316	0	3,200	765,681	11,709
Additions	4,574	10,836	2,789	5,462	48	0	3,822	27,531	0
Revaluation Increases / (Decreases) Recognised in the Revaluation Reserve	(116)	5,861	0	0	0	0	0	5,745	0



Comparative Movements in 2012/13	Council Dwellings	Other Land and Buildings (Inc. HRA)	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets under Construction	Total Property, Plant and Equipment	PFI Assets Included in Property, Plant and Equipment
Cost/Valuation	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Revaluation Increases / (Decreases) Recognised in the Surplus /Deficit on the provision of Services	0	(2,127)	0	0	0	0	0	(2,127)	0
Derecognition - Disposals	(430)	0	(316)	0	0	0	0	(746)	0
Assets reclassified (to) / from Held for Sale	(101)	(128)	0	0	0	0	0	(229)	0
Other Movements in Cost or Valuation	(5,417)	15	2,631	0	0	3,851	(2,761)	(1,681)	0
At 31st March, 2013	157,252	507,607	16,825	102,014	2,364	3,851	4,261	794,174	11,709
Accumulated Depreciation and Impairment									
At 1st April, 2012	10,148	47,294	4,099	13,701	0	0	0	75,242	650
Depreciation Charge	2,871	9,565	1,194	3,220	0	395	0	17,245	468
Impairment Losses / (Reversals) Recognised in	0	0	0	0	0	5	0	5	0



Comparative Movements in 2012/13	Council Dwellings	Other Land and Buildings (Inc. HRA)	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets under Construction	Total Property, Plant and Equipment	PFI Assets Included in Property, Plant and Equipment
Cost/Valuation	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
the Revaluation Reserve									
Impairment Losses / (Reversals) Recognised in the Surplus / Deficit on the Provision of Services	0	2,938	2,381	0	0	160	0	5,479	0
Derecognition – Disposals	0	0	(297)	0	0	0	0	(297)	0
Assets Reclassified (to) / from Held for Sale	0	(5)	0	0	0	0	0	(5)	0
Other Movements in depreciation and Impairment	(43)	(2,330)	0	0	0	376	0	(1,997)	0
At 31st March, 2013	12,976	57,462	7,377	16,921	0	936	0	95,672	1,118

Depreciation

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

• Council Dwellings	Notional MRA Allocation
• Other, Land and Buildings	1-82 years
• Surplus Assets	1-24 years
• Vehicles, Plant, Furniture & Equipment	1-26 years
• Infrastructure, Roads & Highways	1-60 years

Capital Commitments

The estimated commitments for capital expenditure for schemes where orders had been placed, or legal contracts entered into at 31 March 2014 are listed below:

	31 March 2014 £,000
• Bulmershe School Improvement Scheme	3,480
• Station Link Road Development, Wokingham	2,348
• Wokingham Town Centre Regeneration	1,500
• Provision of a New Cycle Route on the West Side of Lower Earley	1,083
• Improved Capacity at Traveller Site	1,029
• Peach Place Refurbishment	675
• Cycle Infrastructure Improvement Scheme along the A329 from Wilderness Road to Loddon Bridge Road	512
• Saffron System Replacement	337
• Purchase of 17 Victoria Walk (Council House)	311
• Hawkedon Primary School - Expansion	290
• Business Systems IT Upgrade / Replacement	265
• Other Contractual Commitments individually below £0.2m	2,245
Total	14,075

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. 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.

There were no significant assumptions or changes in estimated market values, applied in estimating the fair values in 2013/2014.



	Council Dwellings	Other, Land and Buildings (Inc. HRA)	Vehicles, Plant, Furniture & Equipment	Infra-structure Assets	Community Assets	Surplus Assets	Total
	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Carried at Historical Cost	0	6,205	7,272	87,023	2,364	2,542	105,406
Valued at Fair Value as at:							
31st March, 2014	147,836	14,458	0	0	0	0	162,294
31st March, 2013	0	23,760	1	0	0	0	23,761
31st March, 2012	0	167,527	2,443	0	0	0	169,970
31st March, 2011	0	10,208	0	0	0	0	10,208
31st March, 2010	0	199,024	0	0	0	0	199,024
Total Cost or Valuation	147,836	421,182	9,716	87,023	2,364	2,542	670,663

NOTE 25 INVESTMENT PROPERTIES

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

	2012/13	2013/14
	£,000	£,000
Rental Income from Investment Property	1,003	1,474
Direct Operating Expenses arising from Investment Property	(427)	(440)
Net Gain / (Loss)	576	1,034

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:



	2012/13 £,000	2013/14 £,000
Balance at the Start of the Year	28,272	30,452
Additions:		
• Purchases	9,405	0
• Construction	0	0
• Subsequent Expenditure	34	1,079
Disposals	(6,724)	0
Net Gains / (Losses) from Fair Value Adjustments	(219)	990
Transfers:		
• (To) / From Inventories	0	0
• (To) / From Property, Plant and Equipment	(316)	0
Other Changes	0	(193)
Balance at the End of the Year	30,452	32,328

NOTE 26 INTANGIBLE ASSETS

The carrying amount of intangible assets is amortised on a straight-line basis.

The Council accounts for its software as intangible assets to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment. Amortisation of £243k charged to revenue in 2013/14 was charged to the IT Administration cost centre and then absorbed as an overhead across all the service headings in the Net Expenditure of Services. It is not possible to quantify exactly how much of the amortisation is attributable to each service heading. The remaining amortisation was charged directly to the service using the asset.

The costs of the Council's major software suites are written off over the following period:

Term	Internally Generated Assets	Other Assets
5 Years	None	Financial Ledger, i-Procurement, Human Resources Management Information Systems, E-mail and Schools e-learning

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

	2012/13			2013/14		
	Internally Generated Assets £,000	Other Assets £,000	Total £,000	Internally Generated Assets £,000	Other Assets £,000	Total £,000
Opening Balance at 1 April						
• Gross Carrying Amounts	0	5,505	5,505	0	6,002	6,002
• Accumulated Amortisation	0	(4,029)	(4,029)	0	(4,439)	(4,439)
Net Carrying Amount at Start of the Year	0	1,476	1,476	0	1,563	1,563

	2012/13			2013/14		
	Internally Generated Assets £,000	Other Assets £,000	Total £,000	Internally Generated Assets £,000	Other Assets £,000	Total £,000
Additions:						
• Purchases	0	497	497	0	100	100
• Other Changes		0	0		106	106
Amortisation for the Period	0	(410)	(410)	0	(448)	(448)
Net Carrying Amount at 31 March	0	1,563	1,563	0	1,321	1,321
Comprising:						
Gross Carrying Amounts	0	6,002	6,002	0	6,208	6,208
Accumulated Amortisation	0	(4,439)	(4,439)	0	(4,887)	(4,887)
Closing Balance at 31 March	0	1,563	1,563	0	1,321	1,321

Under the Waste and Emissions Trading Act 2003, the Council as a waste disposal authority is issued with Landfill Allowance Trading Scheme (LATS) permits on an annual basis for the amount of biodegradable waste that it is allowed to landfill. The fair value of allowances issued by the government is recognised as a government grant. The fair value of allowances is taken as the present market value at the Balance Sheet date. The value of allowances was nil at 31 March 2014 (nil at 31 March 2013).

NOTE 27 HERITAGE ASSETS

In 2011/12 the council adopted a change in accounting policy under FRS 30 – Heritage Assets. The adoption of this policy has been insignificant for Wokingham Borough Council. A review was carried out in 2011/12 for the identification of Heritage Assets. A small number were identified, however these fall below the Council's materiality level and therefore no assets have been recognised on the Council's balance sheet. No heritage assets were acquired in 2013/14.

NOTE 28 CAPITAL EXPENDITURE AND CAPITAL FINANCING

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



	2012/13 £,000	2013/14 £,000
Opening Capital Financing Requirement	179,596	189,086
Capital Investment:		
Property, Plant and Equipment	27,531	26,903
Investment Properties	9,439	1,079
Intangible Assets	497	100
Revenue Expenditure Funded from Capital under Statute	2,807	15,174
Long Term Investment	1,050	900
Long Term Debtor	296	46
Prior Year Adjustments - Capital Investment	9,464	0
Sources of Finance:		
Capital Receipts	(12,869)	(1,346)
Government Grants and Other Contributions	(18,811)	(32,032)
Sums Set Aside from Revenue:		
Direct Revenue Contributions	(5,746)	(5,180)
MRP / Loans Fund Principal	(3,416)	(3,431)
Donated Assets	0	(92)
Other Adjustments:		
Voluntary Debt Repayment - HRA	(640)	(2,076)
Prior Year Adjustments - Government Grants and Other Contributions	(112)	0
Closing Capital Financing Requirement	189,086	189,131

Explanation of Movements in Year		
Increase / (Decrease) in underlying need for supported borrowing	0	0
Increase / (Decrease) in underlying need for unsupported borrowing	9,490	45
Assets Acquired under Finance Leases	0	0
Assets Acquired under PFI / PPP Leases	0	0
Increase / (Decrease) in Capital Financing Requirement	9,490	45

NOTE 29 LEASES

The Council as Lessee

Finance Leases

The Council has two finance leases which were entered into in 1982 and are in respect of investment properties. They relate to property at 1-14 and 1a-9a Weller Drive on the Hogwood Lane industrial estate, and the original length of the leases is 125 years. .

The assets acquired in the leases on the industrial estate are carried as Investment Properties in the Balance Sheet at nil value as the value was written down to nil during 2012/13 following a review as the initial lease terms on the property are onerous and at present the units are not trading at a surplus taking into account total management and running costs. In the event the properties trade at a surplus at a future date, the assets will be revalued and the impairment reversed as appropriate.

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

	31st March, 2013 £,000	31st March, 2014 £,000
Finance Lease Liabilities (Net Present Value of Minimum Lease Payments):		
• Current	0	0
• Non-current	1,067	1,067
Finance Costs Payable in Future Years	9,024	8,918
Minimum Lease Payments	10,091	9,985

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

	Minimum Lease Payments		Finance Lease Liabilities	
	31st March, 2013 £,000	31st March, 2014 £,000	31st March, 2013 £,000	31st March, 2014 £,000
Not Later than One Year	107	107	0	0
Later than One Year and not Later than Five Years	427	427	0	0
Later than Five Years	9,558	9,451	1,067	1,067
	10,091	9,985	1,067	1,067

The minimum lease payments do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews. In 2013/14 £183,810 contingent rents were payable by the Council (2012/13 £183,810).

Operating Leases

The Council has a number of operating leases relating to buildings, vehicles and computer equipment. The items are used for the following purposes:

- buildings include office accommodation, industrial premises and social housing
- vehicles include animal warden, portorage and social services fleet vehicles

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

	31st March, 2013 £,000	31st March, 2014 £,000
Not Later than One Year:		
Land and Buildings	237	189
Vehicles, Plant and Equipment	119	26
Computer Equipment	178	118
Later than One Year and not Later than Five Years:		
Land and Buildings	206	571
Vehicles, Plant and Equipment	124	20
Computer Equipment	138	158
Later than Five Years:		
Land and Buildings	14	1,001
Vehicles, Plant and Equipment	13	8
Computer Equipment	0	0
	1,029	2,091

The increase in future minimum lease payments of £1,062m from 31 March 2013 to 31 March 2014 is predominately due to the extension of an existing building lease for a further twenty years

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

	2012/13 £,000	2013/14 £,000
Minimum Lease Payments:		
Land and Buildings	501	406
Vehicles, Plant and Equipment	126	97
Computer Equipment	248	205
Contingent Rents:		
Land and Buildings	0	0
	875	708

The Council as Lessor

Finance Leases

The Council did not enter into any finance leases in 2013/14 as a lessor.

Operating Leases

The Council has a number of premises which it leases out on an operating lease basis for the following purposes:

- for the provision of community services such as sports facilities, community centres and leisure facilities
- for economic development purposes to provide suitable affordable accommodation for local businesses
- for the provision of service tenancy accommodation such as school caretakers

The income receivable credited to the relevant service line in the Comprehensive Income and Expenditure Statement during the year in relation to these leases was:

	2012/13 £,000	2013/14 £,000
Rental Income receivable:		
Shops	(99)	(615)
Industrial Premises	(788)	(807)
Offices	(293)	(200)
Other	(617)	(692)
	(1,797)	(2,314)

The increase in rental income from shops from £99k in 2012/13 to £615k in 2013/14 is largely due to the income received from the shops purchased from Wokingham Enterprises Ltd in March 2013.

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

	31st March, 2013 £,000	31st March, 2014 £,000
Not Later than One Year:		
Shops	(642)	(522)
Industrial Premises	(388)	(495)
Offices	(191)	(141)
Other	(498)	(514)
Later than One Year and not Later than Five Years:		
Shops	(2,035)	(1,635)
Industrial Premises	(936)	(1,357)
Offices	(295)	(173)
Other	(1,672)	(1,784)
Later than Five Years:		
Shops	(717)	(538)
Industrial Premises	0	(143)
Offices	(47)	(19)
Other	(18,377)	(18,110)
	(25,797)	(25,431)

The minimum lease payments receivable do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews. In 2013/14 £6,595 contingent rents were receivable by the Council (2012/13 £4,541).

NOTE 30 PRIVATE FINANCE INITIATIVES AND SIMILAR CONTRACTS

Waste Disposal PFI Scheme

In 2006/07 the Council, together with Reading and Bracknell Forest Borough Councils, entered into a PFI contract with WRG (RE3 Ltd) for the disposal of waste. The total outstanding value of the contract is estimated to be £571m as at 31st March, 2014, to be shared between the councils based on relative throughput. Actual payments will depend upon the contractor's performance as well as that of the individual councils in waste collection and recycling. As part of the contract, the contractor has built a transfer station, materials recycling facility, civic amenity site & offices on land owned by Reading and Bracknell Councils. The contract will expire in December 2031.

The Council acquired a 37.2% share of assets that will revert to the ownership of the RE3 partnership between the three council's at the end of the contract.

The Council's share of the assets used to provide the waste disposal contract is recognised in the Council's Balance Sheet. Movements in their value over the year are detailed in the analysis of the movement on Property, Plant and Equipment in Note 24.

Payments remaining to be made by Wokingham Borough Council under the PFI contract at 31st March, 2014 (excluding any estimation of inflation and availability / performance deductions) are as follows:

	Liability	Interest	Service Charges	Total
	£,000	£,000	£,000	£,000
Payable in 2014/15	247	538	8,263	9,048
Payable within 2 to 5 Years	1,173	1,967	37,230	40,370
Payable within 6 to 10 Years	1,994	1,939	54,331	58,264
Payable within 11 to 15 Years	2,809	1,143	61,743	65,695
Payable within 16 to 20 Years	1,933	182	36,891	39,006
	8,156	5,769	198,458	212,383

The liability outstanding under the waste contract is as follows:

	31 st March 2013	31 st March 2014
	£,000	£,000
Balance Outstanding at Start of Year	(8,602)	(8,387)
Payments During the Year	215	231
New Liabilities Arising	0	0
Balance Outstanding at End of Year	(8,387)	(8,156)

In addition to the PFI contract, at 31 March 2014 the Council is committed to making payments under the following contracts:

- Payments estimated at £1.4m per annum under a contract with WSP Uk Ltd for the provision of highways and transportation consultancy. The contract will expire in March 2018.
- Payments estimated at £9.1m per annum under a contract with Optalis for the provision of adult social care. The contract will expire in June 2014.
- Payments estimated at £5.3m per annum under a contract with Dimensions for the provision of adult residential care. The contract will expire in June 2014.
- Payments estimated at £2.8m per annum under a contract with Voyage for the provision of adult residential care. The contract will expire in June 2014.
- Payments estimated at £2.5m per annum under a contract with Barchester Healthcare Limited for the provision of registered nursing care. The contract will expire in June 2015.
- Payments estimated at £1.2m per annum to Reading Borough Council under a partnership contract for responsive maintenance. The contract will expire in April 2014.
- Payments estimated at £2.5m per annum under a contract with Government Procurement Service for the provision of energy. The contract will expire in April 2015.
- Payments estimated at £2.7m per annum under a contract with Balfour Beatty Workplace for highways reactive and planned maintenance. The contract will expire in March 2018.
- Payments estimated at £3m per annum under a contract with Veolia for the collection of waste. The contract will expire in March 2019.
- Payments estimated at £9.2m per annum under a PFI contract with the Waste Recycling Group (WRG) for the provision of waste disposal services (see above). The contract will expire in December 2031.
- Payments estimated at £1m per annum to AIG Europe Limited for the provision of insurance services. The contract will expire in June 2016.
- Payments estimated at £1.8m per annum under a contract with Northgate Information Systems for IT services. The contract will expire in December 2015.
- Other various contracts between £0.1m and £1m per annum totalling £49.2m with end dates between April 2014 and March 2018.

NOTE 31 CAPITALISATION OF BORROWING COSTS

The Council did not capitalise any borrowing costs in 2013/14, or in 2012/13.

NOTE 32 IMPAIRMENT LOSSES

Financial Instruments

Early in October 2008, the Icelandic banks Landsbanki, Kaupthing and Glitnir collapsed and the UK subsidiaries of these banks, Heritable and Kaupthing, Singer and Friedlander went into administration. The Council had £5m in total deposited across two of these institutions, £3m with Heritable, and £2m with Landsbanki. Final repayments have been received from the two banks in 2013/14 and no further payments are expected. The 2013/14 repayments and other relevant information on the transactions are set out in the table and notes below.

Bank	Date Invested	Original Amount Invested	Carrying Amount at 31 March 2013	2013-14 Receipts	Shortfall on Carrying Amount	Total Impairment
		£,000	£,000	£,000	£,000	£,000
Heritable	01/11/2006	2,000	218	(335)	(117)	115
Heritable	01/09/2008	1,000	105	(167)	(62)	63
Landsbanki	01/08/2008	1,000	598	(448)	150	89
Landsbanki	01/09/2008	1,000	631	(449)	182	67
Total		5,000	1,552	(1,399)	153	334

The carrying amount at 31 March 2013 of £1.552m represented the remaining receivable loan amounts estimated at 31 March 2013. This sum was net of an impairment of £181k which was the estimated shortfall on the loans included in the 2012/13 accounts. The loan repayments received in 2013/14 total £1.399m, and this gives a shortfall of £153k against the £1.552m carrying value, for which an impairment charge will be included in the 2013/14 accounts. The total impairment (i.e. the overall shortfall on the loans) is £334k, and the total amount of loans recovered is £4.666m.

The impairment has been calculated in line with correct accounting procedure as set out in IFRS 25 and 26, and the Council has followed the advice from the Chartered Institute of Public Finance and Accountancy (CIPFA) in their guidance note LAAP 82 including the final update No 8 issued in September 2013. The carrying amounts of the investments included in the Balance Sheet have been calculated using the present value of the expected repayments, discounted using the investment's original interest date.

Heritable Bank

Heritable bank is a UK registered bank under Scottish law. The company was placed in administration on 7 October 2008. The final position on actual payments received is shown in the table below. The final repayment from Heritable of £502k (16.73 pence in the pound) was received in August 2013, and it was higher than the expected payment of £345k (10.8 pence in the pound) largely due to the economic recovery which increased the value of Heritable's outstanding loan book. In total the Council has recovered 94p of the original loan, compared to an estimate of 88p included in the 2012/13 accounts.

Date	Repayment as % of £3m loan	Cash Amounts Received £000
Received to 31 st March 2013	77.3%	2,320
Received August 2014	16.7%	502
TOTAL REPAYMENT	94%	2,822
SHORTFALL on £3m loan (Impairment)	6%	178

Landsbanki

Landsbanki Islands hf is an Icelandic entity. Following steps taken by the Icelandic Government in early October 2008 its domestic assets and liabilities were transferred to a new bank (new Landsbanki) with the management of the affairs of Old Landsbanki being placed in the hands of a resolution committee..

The final position on actual payments received is shown in the table below. The Council received £102k in September 2013, plus the auction receipts of £795k in February 2014. The total recovery was 92.2% of the original loan, and the 7.8% discount reflects the benefits of receiving a slightly smaller sum in 2013/14, instead of a larger sum received in small annual instalments in the period up to December 2019.

Date	Repayment as % of £2m loan	Cash Amounts Received £000
Received to 31 st March 2013	47.3%	947
Received September 2013	5.1%	102
Received from auction process February 2014	39.8%	795
TOTAL REPAYMENT	92.2%	1,844
SHORTFALL on £2m loan (Impairment)	7.8%	156

Accounting for the Impairment

An additional £153k will be recognised in the Comprehensive Income and Expenditure Statement in 2013/14, and when added to the impairment balance of £181k at 31 March 2013, gives a total impairment charge of £334k for both investments.

NOTE 33 CONSTRUCTION CONTRACTS

The Council did not have any construction contracts in 2013/14 (none in 2012/13).

NOTE 34 DEBTORS

Debtors are amounts that were due to the Council in full at the end of the accounting year and are net of bad debt provisions. They can be analysed as follows:

SHORT TERM DEBTORS	31st March, 2013	31st March, 2014
Repayable within One year	£,000	£,000
Central Government Bodies	2,384	2,667
Other Local Authorities	2,314	1,800
NHS Bodies	2,969	1,939
Other Entities and Individuals	9,300	14,805
Total	16,967	21,211

The increase in Other Entities and Individuals debtors from £9.3m at 31 March 2013 to £14.805m at 31 March 2014 is largely due to a £2m increase in trade debtors, a £1.1m increase due to introduction of retained business rates, and £1m payments in advance largely due to a 53rd rent week in 2013/14.

LONG TERM DEBTORS	31st March, 2013	31st March, 2014
Repayable after one year	£,000	£,000
Other Entities and Individuals	639	492
Total	639	492

Long term debtors have decreased from £639k as at 31 March 2013 to £492k as at 31 March 2014 due to the repayment of a loan of £193k, partly offset by additional equity loans made in 2013/14 totalling £46k.

Following an assessment of debtors outstanding at the year end, no increase or decrease in the bad and doubtful debt provision was made in 2013/14, with the exception of the Housing Revenue Account, where the bad debt provision has been increased from £615k at 31 March 2013 to £730k at 31 March 2014. This was based on a prudent approach given the current economic climate. Provisions for council tax and business rates bad debts are charged to the Collection Fund and those in respect of council house rents are charged to the Housing Revenue Account. The provisions are set on the basis of outstanding debt and are required to safeguard against future under or non-recoveries.

NOTE 35 CREDITORS

Creditors are amounts due to be paid by the Council at the end of the accounting year and include:

	31st March, 2013	31st March, 2014
	£,000	£,000
Central Government Bodies	(2,154)	(4,427)
Other Local Authorities	(978)	(1,320)
NHS Bodies	(115)	(1)
Other Entities and Individuals	(26,463)	(28,737)
Total	(29,710)	(34,485)

The increase in amounts owed to Central Government bodies to £4.427m at 31 March 2014 was largely due to amounts owed to Central Government arising from the implementation of the Business Rates Retention Scheme and the surplus on business rates in 2013/14.

Other Entities and Individuals consist of trade creditors of £8m, capital creditors of £4m, sundry creditors of £9.2m, and receipts in advance of £7.5m (e.g., Rents and Council Tax). The increase in Other Entities and Individuals was largely due to an increase in capital creditors of approximately £2m due to a higher level of capital schemes in progress at 31 March 2014.

NOTE 36 PROVISIONS

All of the Council's provisions are short term.

Provisions less than 1 year:	Outstanding Legal Cases £,000	Provision for Accumulating Absences £,000	Other Provisions £,000	Total £,000
Balance at 1 April 2013	(60)	(2,870)	(1,688)	(4,618)
Additional Provisions made in 2013/14	0	(181)	(869)	(1,050)
Amounts Used in 2013/14	0	0	679	679
Unused amounts reversed in 2013/14	0	0	380	380
Unwinding of discounting in 2013/14	0	0	0	0
Balance at 31 March 2014	(60)	(3,051)	(1,498)	(4,609)

Provision for Legal Cases

The provision of £60k for legal cases relates to cases that were brought against the Council in 2013/14 or where the Council is in dispute with its contractors. An assessment of the Council's liability and the likelihood of the claimant's success has been undertaken and a provision has been set up accordingly.

Provision for Accumulating Absences

At the end of the financial year some holiday entitlement and flexi leave remained to be taken by employees. The Council estimated the value of the untaken annual leave to be approximately 1.5% of payroll. Officers are able to carry forward these days into the next financial year, but are not financially compensated where they leave the Council's employment before taking up their entitlement. The Council therefore made an accrual of £3.051m at 31 March 2014 (£2.870m at 31 March 2013) for compensated absences.

Other Provisions

Fosters - Fosters was a Residential Care Home run by WBC. The building is old and now not suitable to for its intended purpose. The residential care home was closed during 2012/13, however there are still costs associated with this process outstanding, which this provision of £70k will support.

Dilapidation – A general provision for dilapidation costs in buildings the Council lease of £207k has been made, as contracts may specify the building must be returned to their original condition at the end of the lease. This also includes terminating leases where necessary.

Carbon Reduction Commitment - The authority is required to participate in the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme. The authority is required to purchase and

surrender allowances retrospectively, on the basis of emissions i.e. carbon dioxide produced as energy is used. The provision arises at the point the energy is consumed, and is £160k.

Wokingham Borough Council is a Member of the MMI (Municipal Mutual Insurance) Scheme of Arrangement which was put in place following MMI's insolvency in 1992. On 28th March 2012 the Supreme Court handed down its judgement in the Employers' Liability 'Trigger Litigation' cases relating to mesothelioma claims. The judges ruled that the insurer who was on risk at the time of an employee's exposure to asbestos was liable to pay compensation for the employee's mesothelioma: liability attaches at the time of the initiation or causation of the disease and not its actual manifestation. This has significantly increased the potential liability of insurers, including MMI, in respect of historic mesothelioma claims as well as those claims that may have been incurred but not yet reported (IBNR). The Scheme of Arrangement has now been triggered with the initial levy for members set at 15%. This will also apply to IBNR claims. Further levies may be imposed by the Scheme Administrator on Scheme Members. The Council has made a provision of £448k in respect of these issues.

Provision for Non Domestic Rates successful appeals against valuations - Following guidance from the Department of Communities and Local Government (DCLG), and in line with proper accounting practice, the Collection Fund has made a provision of £1.25m for successful appeals against business rates valuations, of which Wokingham's share included in the above total is £612.5k. Based on the success rate of appeals to date, the provision required is estimated at approximately £1.1m, however as this is the first year under the new business rate accounting procedures, and there are still a large number of outstanding appeals, a prudent view is that up to £1.25m may be required.

NOTE 37 CONTINGENT LIABILITIES

Wokingham Borough Council has three subsidiary companies which were operational during 2013/14, Optalis Ltd, Wokingham Enterprise Ltd, and Wokingham Housing Ltd, which are all companies limited by shares in which the Council is the sole shareholder. As sole shareholder of the companies the Council funds any operating losses reported by the companies from its working balances as loans to the companies. The losses are carried forward in the profit and loss reserves of the companies (see the Group Financial Statements, notes 52 to 59). In addition it acts as guarantor for any losses or liabilities incurred by the companies, particularly any residual losses that may be incurred by the companies if they were to cease trading and were wound up. In addition, four new 100% Council owned companies were established in 2013/14 including WBC (Holdings) Ltd, whose role is to coordinate the management of the other 100% council owned companies. Wokingham Housing has set up Loddon Homes Ltd in 2013/14, to assist with service delivery on specific projects, while Optalis have also set up two companies in 2013/14 to assist with service delivery and tax mitigation, Optalis Wokingham Ltd, and Optalis Holdings Ltd. None of the four new companies have undertaken any trading in 2013/14, but are expected to commence trading in 2014/15. The Council guarantee to fund any losses and liabilities also includes these four new companies.

In relation to Optalis Ltd the Council has an additional contingent liability in relation to staff transferred to the company under TUPE arrangements. As sole shareholder and guarantor, the council remains liable for the pension liabilities of the staff transferred, for costs associated with future redundancies and for pension strain costs arising from service closures and future modernisations if they were to occur. The Optalis pension deficit at 31 March 2014 is £4.366m. The Council has also guaranteed in full a property lease which Optalis entered into in February 2013. The maximum cost of the lease over its five year life from April 2013 to April 2018 is £387k.

NOTE 38 CONTINGENT ASSETS

Following the House of Lords judgement in the case of HMRC vs. Conde Nast Publications Ltd and HMRC vs. Fleming, Wokingham Borough Council has submitted various voluntary disclosure claims in relation to overpaid tax in the areas of sporting services, excess parking charges, library income and off-street car parking that go back as far as 1973 in some cases. The Council did not receive any substantial VAT refunds of this nature in 2013/14, but received £450,000 in relation to a golf course claim in 2012/13.

NOTE 39 ASSETS HELD FOR SALE

	Current		Non-Current	
	2012/13 £,000	2013/14 £,000	2012/13 £,000	2013/14 £,000
Balance Outstanding at Start of the Year	149	224	0	0
Assets newly classified as Held for Sale:				
• Property, Plant and Equipment	224	221	0	0
• Other Assets / Liabilities in Disposal Groups	0	0	0	0
Revaluation Gains	0	0	0	0
Assets Sold	(149)	(224)	0	0
Balance Outstanding at End of Year	224	221	0	0

As at 31 March 2014 there were 4 properties classified as Assets Held for Sale (two at 31 March 2013).

NOTE 40 FINANCIAL INSTRUMENTS

Categories of Financial Instruments

The following categories of financial instrument are carried in the Balance Sheet:

	Long Term		Current	
	31st March, 2013 £,000	31st March, 2014 £,000	31st March, 2013 £,000	31st March, 2014 £,000
Investments				
Loans and Receivables	1,553	0	13,031	26,056
Investments in Group companies	1,053	1,953	0	0
Fair Value through Profit and Loss	0	0	21,026	14,516
Total Investments	2,606	1,953	34,057	40,572

	Long Term		Current	
	31st March, 2013 £,000	31st March, 2014 £,000	31st March, 2013 £,000	31st March, 2014 £,000
Debtors				
Loans and Receivables	639	492	0	200
Financial Assets Carried at Contract Amounts	0	0	10,696	14,332
Total Debtors	639	492	10,696	14,532
Borrowings				
Financial Liabilities at Amortised Cost	(132,117)	(131,939)	(4,700)	(5,000)
Financial Liabilities at Fair Value through Profit and Loss	0	0	0	0
Total Borrowings	(132,117)	(131,939)	(4,700)	(5,000)

Other Long Term Liabilities

PFI and Other Finance Lease Liabilities	(9,453)	(9,223)	0	0
Total Other Long Term Liabilities	(9,453)	(9,223)	0	0

Creditors

Financial Liabilities at amortised cost	0	0	0	0
Financial Liabilities carried at contract amount	0	0	(26,789)	(21,810)
Total Creditors	0	0	(26,789)	(21,810)

Income, Expense, Gains and Losses

	2012/13					2013/14				
	Financial Liabilities	Financial Assets			Total	Financial Liabilities	Financial Assets			Total
	Measured at Amortised Cost	Loans and Receivables	Available for Sale	Assets and Liabilities at Fair Value through Profit and Loss		Measured at Amortised Cost	Loans and Receivables	Available for Sale	Assets and Liabilities at Fair Value through Profit and Loss	
£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	
Interest Expense on External Borrowing - GF	2,036	0	0	0	2,036	2,036	0	0	0	2,036
Interest Expense on External Borrowing - HRA	2,454	0	0	0	2,454	2,458	0	0	0	2,458
Interest Expense on PFI and Finance Lease Liabilities	676	0	0	0	676	661	0	0	0	661
Impairment Losses	0	0	0	0	0	0	153	0	0	153
Total Expense in Surplus or Deficit on the Provision of Services	5,166	0	0	0	5,166	5,155	153	0	0	5,308
Interest Income	0	(996)	0	0	(996)	0	(459)	0	0	(459)
Total Income in Surplus or Deficit on the Provision of Services	0	(996)	0	0	(996)	0	(459)	0	0	(459)
Surplus / Deficit Arising on Revaluation of Financial Assets in the Comprehensive Income and Expenditure	0	0	0	0	0	0	0	0	0	0
Net (Gain) / Loss for the Year	5,166	(996)	0	0	4,170	5,155	(306)	0	0	4,849

Fair Values of Assets and Liabilities

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

- For loans from the Public Works Loans Board (PWLB) and other loans payable, premature repayment rates from the PWLB have been applied to provide the fair value under PWLB debt redemption procedures;
- For loans receivable prevailing benchmark market rates have been used to provide the fair value;
- No early repayment or impairment is recognised;
- Where an instrument has a maturity of less than 12 months or is a trade or other receivable the fair value is taken to be the principal outstanding or the billed amount;
- The fair value of trade and other receivables is taken to be the invoiced or billed amount

The fair values calculated for financial liabilities are as follows:

	31 March 2013		31 March 2014	
	Carrying Amount	Fair Value	Carrying Amount	Fair Value
	£,000	£,000	£,000	£,000
Loans				
PWLB Debt	110,548	124,834	107,588	113,373
Non-PWLB Debt	26,269	26,908	29,351	28,778
Total Debt	136,817	151,742	136,939	142,151
Other Creditors				
Short Term Creditors	26,789	26,789	21,810	21,810
Long-term Finance Lease and PFI Liabilities	9,453	9,453	9,223	9,223
Long-term Creditors	0	0	0	0
Total Financial Liabilities	173,059	187,984	167,972	173,184

The fair value of liabilities as at 31 March 2014 is greater overall than the carrying amount because the Council's portfolio of loans from the Government's Public Works Loans Board (PWLB) includes a number of fixed rate loans where the interest payable is higher than the rates available for similar loans in the market at the Balance Sheet date. This shows a notional future gain (based on economic conditions at 31st March 2014) arising from a commitment to pay interest to lenders below current market rates.

The fair values for financial liabilities have been determined by reference to the PWLB redemption rules and prevailing PWLB redemption rates as at each balance sheet date, and include accrued interest. The fair value for non-PWLB debt has also been calculated using the same procedures and interest rates and this provides a sound approximation for fair value of these instruments.

Unusual Movements

There have been no unusual movements. One HRA loan from the PWLB with a carrying value of £2.7m was repaid during 2013/14. In addition, short term borrowing of £5m was incurred in March 2014 for temporary cash flow purposes.

The fair values for financial assets are set out below :

	31 March 2013		31 March 2014	
	Carrying Amount £,000	Fair Value £,000	Carrying Amount £,000	Fair Value £,000
Money Market Loans < 1 year	13,031	13,026	26,056	26,050
Money Market Loans > 1 year	1,553	1,553	0	0
Total Loans and Receivables	14,584	14,579	26,056	26,050
Fair Value through the I+E	21,026	21,026	14,516	14,516
Short Term Debtors	10,696	10,696	14,532	14,532
Long-term Debtors	639	639	492	492
Total Financial Assets	46,945	46,940	55,596	55,590

The differences are attributable to fixed interest instruments payable being held by the Council whose interest rate is slightly lower than the prevailing rate estimated to be available at 31 March 2014. This decreases the fair value of loans and receivables.

The fair values for loans and receivables have been determined by reference to similar practices, as above which provide a reasonable approximation for the fair value of a financial instrument and includes accrued interest. The comparator market rates prevailing have been taken from indicative investment rates at each balance sheet date. In practice, rates will be determined by the size of the transaction and the counterparty but it is impractical to use these figures and the difference is likely to be immaterial.

Assets and liabilities at fair value through profit and loss are carried in the Balance Sheet at their fair value. These fair values are based on public price quotations where there is an active market for the instrument. The exceptions to this treatment are that short term debtors and creditors are carried at cost as this is a fair approximation of their value.

NOTE 41 NATURE AND EXTENT OF RISKS ARISING FROM FINANCIAL INSTRUMENTS

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

- credit risk – the possibility that other parties might fail to pay amounts due to the 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
- 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.

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. 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 Local Government Act 2003. Overall, these procedures require the Council to manage risk, which it does through the following means.

The Annual Treasury Management and Investment strategy which incorporates the prudential indicators was approved by Council on 21 February 2013 and is available on the Council website.

The key issues within the strategy were:

- The Authorised Limit for 2013/14 was set at £223m (2012/13 £202m) which takes account of the HRA Self Financing requirements. This is the maximum limit of external borrowings or other long term liabilities the council can hold.
- The Operational Boundary for 2013/14 was set at £212m (2012/13 £190m) which also takes account of HRA Self Financing. This is the maximum expected level of debt and other long term liabilities during the year.
- The maximum amounts of fixed and variable interest rate exposure were set based on the Council's net debt.
- The maximum and minimum exposures to the maturity structure of debt are shown below.
- These policies are implemented by the corporate finance team. The Council maintains written principles for overall risk management, as well as written policies (Treasury Management Practices – TMPs) covering specific areas, such as interest rate risk, credit risk, and the investment of surplus cash. These TMPs are a requirement of the Code of Practice and are reviewed periodically.

Credit Risk

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

This risk is minimised through the Annual Treasury Management and Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, as laid down by Fitch, Moody's and Standard and Poor's Ratings Services. The Treasury Management Strategy also imposes a maximum sum to be invested and time limits 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. The credit criteria in respect of financial assets held by the Council are detailed as follows:

- **Sovereign Rating for Foreign Countries –AAA.** This is the credit rating of a country and indicates the risk level of investment in that country. This is for the in-house team only as the fund managers have additional checks in place for selecting counterparties.
- **Banks 1 – Good Credit Quality.** The Council will only use banks which:
 - Are UK banks and/ or
 - Are non-UK and domiciled in a country which has a minimum Sovereign long term rating of AAA (in-house team only)
 And have, as a minimum, the following Fitch, Moody's and Standard and Poor's credit rating (LCD approach only for in-house team) where rated.
 - Short Term – F1+ (highest rating)
 - Long Term – AA – (AAA is highest rating)
 - Individual / Financial Strength – B/C (Fitch / Moody's only)
 - Support – 2 (Fitch only)
- **Banks 2 – Guaranteed Banks with Suitable Sovereign Support.** In addition, the Council will use banks whose ratings fall below the criteria specified above if all of the following conditions are met:
 - Wholesale deposits in the bank are covered by a government guarantee
 - The government providing the guarantee is rated AAA by all three major rating agencies (Fitch, Moody's and Standard and Poor's) and

- The Council's investments with the bank are limited to amounts and maturities within the terms of the stipulated guarantee.
- **Banks 3 – Eligible Institutions.** The organisation is an Eligible Institution for the HM Treasury Credit Guarantee Scheme and meeting a minimum credit rating of A-. This was initially announced on 13th October, 2008. These institutions have been subject to suitability checks before inclusion and have access to HM Treasury liquidity if needed.
- **Banks 4 – The Council's own banker (Nat West).** For transactional purposes if the bank falls below the above criteria, although in this case balances will be minimised in both monetary size and time.
- **Group Limits.** For each banking group the following limits will apply dependent on the rating of the Parent Bank
 - AAA - £7m with a maximum average duration of 1 year
 - AA - £5m with a maximum average duration of 6 months
- **Building Societies.** The Council will only use Societies which are eligible to use the Bank of England's Credit Guarantee Scheme, subject to a minimum asset size of £5bn and meeting a credit rating of A- (where rated)
- **Money Market Funds** – the Council and its Fund Managers will use AAA rated funds. The Strategic Director of Resources will keep under review the Money Market Funds used and will amend as necessary.
- **UK Government** (including gilts and the DMO)
- **Local Authorities, Parish Councils**
- **Supranational institutions** – multilateral investment organisations such as the World Bank or European Investment Bank (sometimes used by the Fund Managers)

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 within parameters set by the Council.

The Council's maximum exposure to credit risk in relation to its investments in banks and building societies of £2m cannot be assessed generally because 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, but there was no evidence at 31 March 2014 (Or 31 March 2013) that this was likely to happen.

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



	Amount at 31 March, 2014	Historical Experience of Default	Historical Experience Adjusted for Market Conditions at 31 March, 2014	Estimated Maximum Exposure to Default and Uncollectability at 31 March, 2014	Estimated Maximum Exposure at 31 March, 2013
	£,000 (a)	% (b)	% (c)	£,000 (a) x (c)	£,000
Deposits with Banks and Financial Institutions:					
AAA Rated Counterparties	40,496	0.03%	0.00%	0	0
AA Rated Counterparties	16,803	0.03%	0.00%	0	0
A Rated Counterparties	0	0.03%	0.00%	0	0
Other Counterparties	0	0.23%	0.00%	0	0
Customers	15,024	Local	Local	Local	Local
Total	72,323			0	0

No breaches of the Council's counterparty criteria occurred during the reporting period and the Council does not expect any losses from non-performance by any of its counterparties in relation to deposits and bonds. In October 2008, the Icelandic banking sector defaulted on its obligations. The Council had £5m invested in this sector at that time. In accordance with accounting practice, the Council was notified of objective evidence that impairment has occurred and the investments were impaired according to accounting requirements, however all remaining Icelandic bank loans were repaid during 2013/14.

Whilst the credit crisis in international markets has raised the overall possibility of default, the Council maintains strict credit criteria for investment counterparties.

The Council does not generally allow credit for its customers, but £5.72m of the £7.8m balance is past the due date for payment of 30 days. The past due but not impaired amount can be analysed by age as follows:

	31st March, 2013 £,000	31st March, 2014 £,000
Less than Three Months	1,593	1,908
Three to Six Months	542	1,272
Six Months to One Year	1,013	496
More than One Year	1,393	2,045
	4,541	5,721

The Council initiates a legal charge on property where, for instance, clients require the assistance of social services but cannot afford to pay immediately. The total collateral at 31 March 2014 was approximately £0.5m.

Liquidity Risk

The Council manages its liquidity position through the risk management procedures above (the setting and approval of prudential indicators and the approval of the annual treasury and investment strategy), as well as through a comprehensive cash flow management system, as required by the CIPFA Code of Practice. This seeks to ensure that cash is available when needed.

The Council has ready access to borrowings from the money markets to cover any day to day cash flow need, and the PWLB and money markets for access to longer term funds. The Council is also required to provide a balanced budget through the Local Government Finance Act 1992, which ensures sufficient monies are raised to cover annual expenditure. There is therefore 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 is exposed to replacing financial instruments as they mature. This risk relates to both the maturing of longer term financial liabilities and longer term financial assets.

The maturity analysis of financial assets is as follows:

	31st March, 2013 £,000	31st March, 2014 £,000
Less than One Year	58,968	57,498
Between One and Two Years	346	0
Between Three and Ten Years	729	0
Between Eleven and Twenty Years	0	0
Between Twenty One and Thirty Years	0	0
Between Thirty One and Forty Years	0	0
	60,043	57,498

The table above reflects the final repayments of Icelandic investments in 2013/14 as explained in note 32 Impairment Losses. There were no financial assets due for repayment to the Council in over one year as at 31 March 2014 (£1.075m at 31 March 2013) as the Icelandic loans have now been repaid. The small reduction in investments at 31 March 2014 compared to 31 March 2013 is due partly to funding of a larger element of the Council's Capital Programme from the Council's reserves in 2013/14, rather than from borrowing.

Maturity and Refinancing Risk

The Council maintains a significant debt and investment portfolio. Whilst the cash flow procedures above are considered together with the refinancing risk procedures, longer-term risk to the Council relates to managing the exposure to replacing financial instruments as they mature. This risk relates to both the maturing of longer term financial liabilities and longer term financial assets. The approved treasury indicator limits for the maturity structure of debt and the limits placed on investments placed for greater than one year in duration are the key parameters used to address this risk. The Council approved Treasury Management and Investment Strategy address the main risks and the corporate finance team addresses the operational risks within the approved parameters. This includes:

- monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt
- monitoring the maturity profile of investments to ensure sufficient liquidity is available for the Council's day to day cash flow needs, and the spread of longer term investments to provide stability of maturities and returns in relation to the longer term cash flow needs

The maturity analysis of financial liabilities is as follows:

	31st March, 2013 £,000	31st March, 2014 £,000
Long Term Borrowing		
Between 2 and 5 Years	5,227	8,445
Between 6 and 10 Years	17,261	18,280
Between 11 and 15 Years	23,233	25,495
Between 16 and 20 Years	38,201	35,240
Between 21 and 25 Years	3,419	0

Between 26 and 30 Years	0	0
More than 30 Years	44,776	44,479
Total Long Term	132,117	131,939
Short Term borrowing		
Within 1 Year	4,700	5,000
Total Borrowing	136,817	136,939

Market Risk

Interest Rate Risk

The Council is exposed 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 variable and fixed 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 borrowing liability 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

Borrowings are not carried at fair value on the Balance Sheet, 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.

The Council has a number of strategies for managing interest rate risk. The annual Treasury Management Strategy draws together the Council's prudential indicators and its expected treasury operations, including an expectation of interest rate movements. From this strategy a prudential indicator is set which provides maximum and minimum limits for fixed and variable interest rate exposure. The corporate finance team will monitor market and forecast interest rates within the year to adjust exposures appropriately. For instance during periods of falling interest rates, and where economic circumstances make it favourable, fixed rate investments may be taken for longer periods to secure better long term returns.

At 31 March, 2014, if all interest rates had been 1% higher with all other variables held constant, the financial effect would be:

	£,000
Increase in Interest Payable on Variable Rate Borrowings	0
Increase in Interest Receivable on Variable Rate Investments	(168)
Increase in Government Grant Receivable for Financing Costs	0
Impact on Surplus or Deficit on the Provision of Services	(168)
Share of overall impact debited/(credited) to the HRA	5
Decrease in Fair Value of Fixed Rate Investment Assets	0
Impact on Other Comprehensive Income and Expenditure	(163)
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)	0

There is nil impact on the cost of borrowing of a 1% change in 2013/14 as all the variable rate loans were converted to fixed rates during 2012/13. The impact of a 1% fall in interest rates would be as above but with the movements being reversed. Fund Managers investments are not considered as variable rate investments.

Price Risk

The Council does not generally invest in instruments with this type of risk.

Foreign Exchange Risk in Relation to Icelandic Deposits

The Council has foreign exchange exposure resulting from an element of the settlement received from Landsbanki. This is being held in Icelandic kroner in an escrow account due to the current imposition of currency controls.

NOTE 42 CASH FLOW STATEMENT - OPERATING ACTIVITIES

The cash flows for operating activities include the following items:

31st March, 2013		31st March, 2014
£,000		£,000
587	Interest Received	458
(5,101)	Interest Paid	(5,454)
0	Dividends Received	0
(4,514)		(4,996)

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

31st March, 2013		31st March, 2014
£,000		£,000
22,723	Depreciation	18,368
2,127	Impairment and downward valuations	3,782
410	Amortisation	449
0	(Increase)/decrease in impairment for bad debts	(115)
3,145	Increase/(decrease) in creditors	1,428
1,457	(Increase)/decrease in debtors	(4,244)
7,978	Movement in pension liability	9,287
7,327	Carrying amount of non-current assets, and non – current assets held for sale, sold or derecognised	27,923
4,831	Other non-cash items charged to the net surplus or deficit on the provision of services	(988)
49,998	Total Non-Cash Movements	55,890

The 2012/13 total non-cash movements has been restated from a total of £46.363m to £49.998m to take account of IAS 19 pension liability adjustments as explained in note 7a.

NOTE 43 CASH FLOW STATEMENT - INVESTING ACTIVITIES

31st March, 2013 £,000		31st March, 2014 £,000
(37,209)	Purchase of Property, Plant and Equipment, Investment Property and Intangible Assets	(26,016)
(15,822)	Purchase of Short-term and Long-term Investments	(7,615)
0	Other Payments for Investing Activities	(46)
1,632	Proceeds from the Sale of Property, Plant and Equipment, Investment Property and Intangible Assets	2,076
0	Proceeds from Short-term and Long-term Investments	1,400
35,102	Other Receipts from Investing Activities	22,890
(16,297)	Net Cash Flows from Investing Activities	(7,311)

NOTE 44 CASH FLOW STATEMENT - FINANCING ACTIVITIES

31st March, 2013 £,000		31st March, 2014 £,000
2,000	Cash Receipts of Short and Long-term Borrowing	5,120
(1,148)	Other Receipts or Payments for Financing Activities	980
0	Repayments of Short and Long-term Borrowing	(4,700)
(215)	Other Payments for Financing Activities	(230)
637	Net Cash Flows from Financing Activities	1,170

NOTE 45 CASH AND CASH EQUIVALENTS

The following elements comprise Cash and Cash Equivalents:

31st March, 2013 £,000		31st March, 2014 £,000
7,255	Cash held by the Council	2,495
16,223	Money Market Instruments	14,439
3,096	Cash Held by Fund Managers	2,288
0	Short-term Deposits with Building Societies	0
26,574	Cash and Cash Equivalents	19,222
(5,348)	Bank Current Liabilities	(3,126)
21,226	Total Cash and Cash Equivalents	16,096

NOTE 46 ACQUIRED AND DISCONTINUED OPERATIONS

The responsibility for the Public Health Service transferred from the NHS to local authorities on 1 April 2013, and 2013/14 is therefore the first financial year in which it has been provided as a council service. The transfer is explained in the Explanatory Foreword, and each local authority will

receive a Government grant to cover the cost of the service. The 2013/14 grant was £3.839m. The expenditure and income for the Public Health service are separately identified in the Comprehensive Income and Expenditure Statement.

NOTE 47 EVENTS AFTER THE BALANCE SHEET DATE

The Statement of Accounts was authorised for issue by the Director of Finance and Resources (S151 Officer) on 30 June 2014. Events taking place after this date are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2014, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

Four new 100% Council owned companies were established in 2013/14 including WBC (Holdings) Ltd, whose role is to coordinate the management of the other 100% council owned companies. In addition, Wokingham Housing has set up Loddon Homes Ltd in 2013/14, to assist with service delivery on specific projects, while Optalis have also set up two companies in 2013/14 to assist with service delivery and tax mitigation, Optalis Wokingham Ltd, and Optalis Holdings Ltd. None of the four new companies have undertaken any trading in 2013/14, but are expected to commence trading in 2014/15.

The financial statements and notes have not been adjusted for any post balance sheet events which took place after 31 March.

NOTE 48 AGENCY SERVICES

The Council performs a Sensory Needs function on behalf of a number of other unitary authorities in Berkshire. The other authorities reimburse the Council for this work, including a contribution towards administrative costs. The Council also operates a shared legal service with the Royal Borough of Windsor and Maidenhead for which the expenditure and income are shown below. A summary of expenditure incurred and income received, in respect of agency services, which is not included within the Comprehensive Income and Expenditure Statement, is as follows:

	2012/13 £,000	2013/14 £,000
Expenditure		
Sensory Needs	447	349
Shared Legal Services	808	787
Total Expenditure	1,255	1,136
Income		
Sensory Needs		
Bracknell	(106)	(12)
Reading	(195)	(191)
Windsor	(146)	(146)
Shared Legal Services		
Windsor	(808)	(787)
Total Income	(1,255)	(1,136)
Net Expenditure/Income	0	0

NOTE 49 ROAD CHARGING SCHEMES UNDER THE TRANSPORT ACT 2000

The Council does not operate a road charging or workplace charging scheme under this act.

NOTE 50 POOLED BUDGETS

Section 75 of the National Health Service Act 2006 and the Community Care and Health (Scotland) Act 2002 enable the establishment of joint working arrangements between NHS bodies and local authorities to enable them to work collaboratively to provide services to address local health issues. Wokingham currently has one pooled budget arrangement.

Joint Equipment Stores Agreement

The Joint Equipment Stores Agreement uses the South Central Ambulance Services NHS Trust as an agent to provide the services. The six Berkshire Unitary Authorities and the Berkshire Primary Care Trusts are members of the agreement with Slough Borough Council as the lead partner. The memorandum account for the fund is as follows:

	2012/13 £,000	2013/14 £,000
Funding Provided to the Pooled Budget:		
Wokingham Borough Council	(221)	(211)
Slough Borough Council	(263)	(341)
Other Berkshire Councils	(982)	(1,301)
Berkshire Primary Care Trusts	(3,163)	(3,670)
	(4,629)	(5,523)
Expenditure Met from the Pooled Budget:		
Royal Berkshire Ambulance Trust	4,630	5,469
Net (Surplus) / Deficit Arising on the Pooled Budget During the Year	1	(54)

NOTE 51 INVESTMENTS IN COMPANIES

Trading Standards South East Ltd

This is a company set up by 19 local authority trading standards departments in the South East of England to provide a consumer helpline and regional intelligence unit for Trading Standards' functions, training to the member authorities and other joined up trading standards services. It was established in 2004/05 and is limited by guarantee of £1. Wokingham Borough Council has an equal 1/19th share in the company and is able to nominate one director on the board of the company. The latest financial statements for the company were prepared at 31 March 2013 and show that turnover for 2012/13 was £1.484m (£2.368m in 2011/12), the company made a profit after tax of £4,212 (£3,050 in 2011/12) and had net assets of £32,263 at 31 March 2013 (£28,050 at 31 March 2012). Wokingham Council does not receive any dividend income from the company. The financial statements for the company for 2013/14 will be available in early 2015. A full set of financial statements for the company can be obtained from the Company Secretary at the registered office: Surrey County Council, Trading Standards, Mid-Surrey Area Office, Bay Tree Avenue, Kingston Road, Leatherhead, Surrey, KT22 7SY.

Flexible Home Improvement Loans Ltd

This is a company set up by 17 local authorities across the South East of England to deliver small loans to homeowners to improve their property. The loans are targeted at vulnerable households to ensure they are in decent accommodation and therefore can remain in their own home rather than go into residential care. The company was established in March 2008 and is limited by guarantee of £10. Wokingham Borough Council has an equal 1/17th share in the company and is able to nominate one director on the board of the company. The draft financial statements for the company were prepared at 31 March 2014 and, subject to audit, show that turnover for 2013/14 was nil (nil in 2012/13). However, the company received investment income of £230,118 (£211,198 in 2012/13) and as a result after meeting administrative expenses the company made a profit of £128,486 in 2013/14 (profit of £84,699 in 2012/13). The company had net assets of £7.610m at 31 March 2014 (£7.481m at 31 March 2013). The purpose of the company is to receive grant from central government and make loans to local authority members which, when repaid, are then also used to make loans to homeowners. Any grant income and investment income therefore maintain the company as a going concern. Wokingham Council does not receive any dividend income from the company. A full set of financial statements for the company can be obtained from Andrew Brooker, Head of Finance, Royal Borough of Windsor and Maidenhead, Town Hall, St. Ives Road, Maidenhead, SL6 1RF.

Wokingham Enterprises Ltd (WEL)

WEL is a company wholly owned and set up by Wokingham Borough Council (WBC) for the purposes of enabling the regeneration of the town centre of Wokingham and specifically for the purchase of land and buildings, such as Peach Place, within the town centre for redevelopment. The company was established in 2009 and is limited by guarantee of £1. WBC has 100% of the share capital (valued at £3,000) in the company and is able to control the operating, governance and financial policies of the organisation. WBC is also able to appoint the board of directors of the company. The Company is accounted for as a wholly owned subsidiary of WBC however, as WBC's interest in WEL arose as a result of formation of the company no goodwill arose as a result of the formation. The company sold all of its assets to Wokingham Council in March 2013 for £9.405m and did not undertake any trading activity during 2013/14. WEL had turnover of £405k in 2013/14 (£628k in 2012/13), a net profit of £401k (profit of £179k in 2012/13), and had net assets of £2k at 31 March 2014 (£399k net liabilities at 31 March 2013).

Optalis Ltd

Optalis Ltd is a company wholly owned and set up by Wokingham Borough Council (WBC) for the purposes of providing Adult Social Care Services. The company was established in 2011 and is limited by shares. WBC has 100% of the share capital (which has nil value) in the company and is able to control the operating, governance and financial policies of the organisation. WBC is also able to appoint the board of directors of the company. The Company is accounted for as a wholly owned subsidiary of WBC however, as WBC's interest in Optalis arose as a result of formation of the company no goodwill arose as a result of the formation. Optalis made a share issue in 2012/13 and the Council subscribed to 50,000 £1 shares at a cost of £50,000. Optalis set up two new wholly owned companies during 2013/14, whose purpose is to assist service delivery and tax management, however, they did not undertake any trading activities in 2013/14. Optalis had turnover of £10.588m in 2013/14 (£10.94m in 2012/13), a net profit of £5k (profit of £98k in 2012/13), and had net assets of £31k at 31 March 2014 (£11k net assets at 31 March 2013).

Wokingham Housing Ltd

Wokingham Housing Ltd (WHL) is a company wholly owned and set up by Wokingham Borough Council (WBC) for the purposes of providing housing services. The company was established in January 2012 and is limited by shares and started trading during 2012-13.

WBC has 100% of the share capital in the company and is able to control the operating, governance and financial policies of the organisation. The Council is also able to appoint the board of directors of the company. The company made a share issue in 2012-13 and the Council subscribed to 1,000,000 ordinary £1 shares in Wokingham Housing Ltd at a cost of £1m. The company made a further share issue in 2013-14 of 899,900 ordinary £1 shares and the Council subscribed to all 899,900 at a cost of £0.9m. The Company is accounted for as a wholly owned subsidiary of WBC. As WBC's interest in Wokingham Housing Ltd arose as a result of formation of the company no goodwill has arisen as a result of the formation. Wokingham Housing Ltd set up a wholly owned subsidiary in 2013/14, Loddon Homes Ltd, whose role is to support development projects, however the new company did not undertake any trading in 2013/14. WHL had turnover of nil in 2013/14 (nil in 2012/13), a net loss of 610k (loss of £92k in 2012/13), and had net assets of £1.199m at 31 March 2014 (£908k net assets at 31 March 2013).

WBC (Holdings) Ltd

WBC (Holdings) Ltd is a company set up in October 2013, and wholly owned by Wokingham Borough Council. Its purpose is the overall coordination of the Council's interests in its wholly owned companies. Its share capital is 1 ordinary share of £1. It is intended that WBC (Holdings) Ltd will hold all the shares of Wokingham Housing Ltd, Optalis, and Wokingham Enterprises Ltd from 1 April 2014 onwards.

8. NOTES AND STATEMENTS TO THE WOKINGHAM GROUP ACCOUNTS

The notes to the Financial Statements that have been disclosed for WBC apply to the Group Financial statements. Specific notes relating to the Group have only been disclosed as part of the Group financial statements where they are materially different to those amounts disclosed in the previous notes.

NOTE 52 GROUP ACCOUNTING POLICIES

The accounting policies applied to Wokingham Group Accounts are the same as those stated in Note 1 to the financial statements.

NOTE 53 ADJUSTMENTS BETWEEN GROUP ACCOUNTS AND AUTHORITY ACCOUNTS

	Woking- ham Authority £,000	Optalis Ltd £,000	Woking- ham Enter- prise Ltd £,000	Woking- ham Housing Ltd £,000
Adjustment for Intra-group transactions in Net Cost of Services				
- Other Housing Services	51	0	0	(51)
- Adult Social Care	(8,613)	8,613	0	0
Adjustment for Intra-group transactions on Financing and Investment income within the CI&ES	405	0	(405)	0
Total Adjustment between Group and Authority accounts	8,157	8,613	(405)	(51)

NOTE 54 INVESTMENT PROPERTY

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



	Wokingham Authority £,000	Wokingham Enterprise Ltd £,000	Wokingham Group £,000
Rental	(1,474)	0	(1,474)
Direct Operating Expenses	440	5	445
Net (Gain) / Loss	(1,034)	5	(1,029)

Financing and Investment Income and Expenditure

	Wokingham Authority £,000	Wokingham Subsidiaries £,000	Wokingham Group £,000
Interest Payable and Similar Charges on External Borrowing	4,494	0	4,494
Interest Payable and Similar Charges on PFI and Finance Lease Liabilities	661	0	661
	5,155	0	5,155
Impairment of Financial Instruments	153	0	153
Net Interest on the Pensions Fund Defined Liability (assets)	6,582	152	6,734
Interest Receivable and Investment Income	(459)	0	(459)
Income and expenditure and Changes in Fair Value in Relation to Investment Properties	(2,024)	0	(2,024)
Financing and Investment Income and Expenditure	9,407	152	9,559

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

	Wokingham Authority £,000	Wokingham Enterprise Ltd £,000	Wokingham Group £,000
Balance as at 31 March, 2013	30,452	0	30,452
Additions	1,079	0	1,079
Disposals	0	0	0
Gain / (Loss) from Fair Value Adjustments	990	0	990
Transfers to/from Plant, Property and Equipment	(193)	0	(193)
Other Changes	0	0	0
Balance as at 31 March, 2014	32,328	0	32,328

Wokingham Enterprise Ltd no longer has any trading assets following their sale to the Council in March 2013.

NOTE 55 FINANCIAL INSTRUMENTS (including DEBTORS AND CREDITORS)

Notes 34, 35, 40 and 41 to the Financial Statements apply to the Group Financial statements. The following categories of financial instrument carried in the Group Balance Sheet are different to those amounts disclosed in the previous notes:

Financial Assets (Investments and Long Term Loans)	Wokingham Group	Wokingham Group
	2012/13	2013/14
	£,000	£,000
WBC Long Term Loans and Receivables	639	492
Removal of Intra Group Balances	(193)	(0)
Short Term Loans and Receivables	13,031	26,255
Removal of Intra Group Balances	0	(200)
	13,477	26,547
Financial assets at Fair Value through Profit and Loss	21,026	14,516
WBC Long Term Investments	2,606	1,953
Removal of Intra Group balances – Equity investments in Optalis, WEL and Wokingham Housing Ltd	(1,053)	(1,953)
Total Investments and Loans	36,056	41,063

Debtors	Wokingham Group	Wokingham Group
	2012/13	2013/14
	£,000	£,000
Other Entities and Individuals	8,745	14,851
Other Debtors Disclosed in Note 34	7,667	6,406
Total Debtors in Group Balance Sheet	16,412	21,257

Creditors	Wokingham Group	Wokingham Group
	2012/13	2013/14
	£,000	£,000
Other Entities and Individuals	(27,079)	(29,693)
Other Creditors disclosed in Note 35	(3,247)	(5,748)
Total Creditors in Group Balance Sheet	(30,326)	(35,441)

NOTE 56 Cash and Cash Equivalents

	Wokingham Group 2012/13 £,000	Wokingham Group 2013/14 £,000
Cash held by the Council	7,255	2,495
Bank Current Assets	1,175	719
Money Market Instruments	16,223	14,439
Cash Held by Fund Managers	3,096	2,288
Short-term Deposits with Building Societies	0	0
Cash and Cash Equivalents	27,749	19,941
Bank Current Liabilities	(5,348)	(3,126)
Total Cash and Cash Equivalents	22,401	16,815

NOTE 57 Pensions

Note 19 to the Financial Statements applies to the Group Financial statements, particularly in relation to the assumptions and asset returns applied by the actuary in valuing the schemes. Optalis Ltd is an admitted member of the Local Government Pensions Scheme (LGPS). The International Accounting Standards Board (IASB) has confirmed changes which apply for company accounting periods commencing on or after 1 January 2013. The table below shows the 2012/13 figures based on the new IAS 19 standard. In the table below is shown the Council's share of the Berkshire County Council pension scheme has been added to the Wokingham Council figures for convenience, followed by a similar table for 2013/14.

	2012/13 Wokingham Incl BCC Restated £,000	2012/13 Optalis Restated £,000	2012/13 Group Total Restated £,000
Comprehensive Income and Expenditure Statement			
Service cost comprising:			
• Current Service Cost	9,239	827	10,066
• Administration Costs	114	7	121
Financing and Investment Income and Expenditure			
• Net Interest on the Defined Liability	6,557	156	6,713
Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	15,910	990	16,900
Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement:			
Remeasurement of the net defined benefit liability comprising :			
• Remeasurements on scheme assets	4,563	(530)	4,033
	20,473	460	20,933

	2012/13 Wokingham Incl BCC Restated £,000	2012/13 Optalis Restated £,000	2012/13 Group Accounts Restated £,000
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	(15,910)	(990)	(16,900)
Actual Amount Charged Against the General Fund Balance for Pensions in the Year:			
• Employer's Contributions Payable to Scheme	6,554	651	7,205
	(9,356)	(339)	(9,695)

The 2013/14 figures for IAS 19 pension scheme movements are shown below :

	2013/14 Wokingham Incl BCC £,000	2013/14 Optalis £,000	2013/14 Group Total £,000
Comprehensive Income and Expenditure Statement			
Service cost comprising:			
• Current Service Cost	9,474	773	10,247
• Administration Costs	137	8	145
Financing and Investment Income and Expenditure			
• Net Interest on the Defined Liability	6,582	152	6,734
Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	16,193	933	17,126
Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement:			
Remeasurement of the net defined benefit liability comprising :			
• Remeasurements on scheme assets	(736)	516	(220)
	15,457	1,449	16,906

	2013/14 Wokingham Incl BCC	2013/14 Optalis	2013/14 Group Accounts
	£,000	£,000	£,000
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 Actual Amount Charged Against the General Fund Balance for Pensions in the Year:	(16,193)	(933)	(17,126)
• Employer's Contributions Payable to Scheme	6,907	606	7,513
	(9,286)	(327)	(9,613)

Assets and Liabilities in Relation to Post-Employment Benefits

The Wokingham figures shown below include the Wokingham share of the overall former Berkshire County Council Scheme.

Reconciliation of present value of the scheme liabilities (defined benefit obligation):

	2013/14 Woking ham incl BCC £,000	2013/14 Optalis £,000	2013/14 Group Accounts £,000
Opening Balance at 1 April	326,642	13,496	340,138
Current Service Cost	9,616	713	10,329
Net Interest on the Defined Liability	14,039	633	14,672
Change in financial assumptions	3,805	446	4,251
Change in demographic assumptions	(15,278)	(612)	(15,890)
Experience loss/(gain) on defined benefit obligation	906	(351)	555
Contribution by Scheme Participants	2,512	210	2,722
Benefits Paid net of transfers in	(11,834)	(307)	(12,141)
Past Service Costs incl Curtailments	443	60	503
Liabilities assumed/(extinguished) on Settlements	(916)	0	(916)
Unfunded Pension Payments	(624)	0	(624)
Total Liabilities at 31 March	329,311	14,288	343,599

Reconciliation of present value of the scheme assets (defined benefit obligation):

	2013/14 Woking ham incl BCC	2013/14 Optalis	2013/14 Woking ham Group
	£,000	£,000	£,000
Opening fair value of scheme assets	167,022	9,975	176,997
Interest on Assets	7,456	481	7,937
Return on Assets less Interest	(2,445)	(177)	(2,622)
Other Actuarial Gains/(Losses)	(7,385)	(858)	(8,243)
Administration Expenses	(137)	(8)	(145)
Employer Contributions including Unfunded	6,907	606	7,513
Contributions by Scheme Participants	2,512	210	2,722
Benefits Paid plus unfunded net of transfers	(12,457)	(307)	(12,764)
Settlement prices received /paid	(331)	(0)	(331)
Total Fair Value of Scheme Assets at 31 March 2014	161,142	9,922	171,064
Net Liability Closing Balance 31 March 2014	168,169	4,366	172,535

NOTE 58 RESERVES

Movements in the Wokingham Borough Council's Group usable reserves are detailed in the Group Movement in Reserves Statement.

NOTE 59 WOKINGHAM GROUP FINANCIAL STATEMENTS

WOKINGHAM GROUP MOVEMENT IN RESERVES STATEMENT

	Group Total 2012/13 Restated			Group Total 2013/14		
	Total Usable Reserves £,000	Unusable Reserves £,000	Total Reserves £,000	Total Usable Reserves £,000	Unusable Reserves £,000	Total Reserves £,000
Balance at 31st March	(57,263)	(386,928)	(444,192)	(67,349)	(375,882)	(443,231)
(Surplus) or Deficit on the Provision of Services	2,452	217	2,669	31,059	(689)	30,370
Other Comprehensive Income and Expenditure	0	(1,707)	(1,707)	0	(3,927)	(3,927)
Total Comprehensive Income and Expenditure	2,452	(1,490)	962	31,059	(4,616)	26,443
Adjustments between Group Accounts and Authority Accounts (Note 53)	0	0	(0)	0	0	0
Adjustments between Accounting Basis & Funding Basis under Regulations	(12,538)	12,538	0	(32,437)	32,437	0
Net Increase / Decrease before Transfers to Earmarked Reserves	(10,086)	11,046	962	(1,378)	27,821	26,443
Transfers to/from Earmarked Reserves	0	0	0	2,131	(2,131)	0
Increase / Decrease in year	(10,086)	11,046	962	753	25,690	26,443
Balance at 31st March carried forward	(67,349)	(375,882)	(443,231)	(66,596)	(350,192)	(416,788)

WOKINGHAM GROUP COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

	Restated Group Total 2012/13			Group Total 2013/14		
	Gross Expenditure £,000	Gross Income £,000	Net Expenditure £,000	Gross Expenditure £,000	Gross Income £,000	Net Expenditure £,000
Continuing Operations						
Central Service to the Public	3,121	(2,783)	338	2,524	(3,725)	(1,201)
Cultural and Regulated Services	6,538	(1,515)	5,023	7,527	(2,024)	5,503
Environmental and Regulatory Services	13,808	(2,086)	11,722	15,165	(2,198)	12,967
Planning Services	5,185	(2,458)	2,727	5,100	(3,899)	1,201
Education and Children's Services	157,900	(125,068)	32,832	168,077	(122,677)	45,400
Highways and Transport Services	16,276	(3,618)	12,658	16,698	(4,593)	12,105
Local Authority Housing (HRA)	10,692	(14,507)	(3,815)	10,114	(14,904)	(4,790)
Other Housing Services	30,479	(29,740)	739	24,470	(24,622)	(152)
Adult Social Care	56,294	(15,552)	40,742	55,880	(9,546)	46,334
Corporate and Democratic Core	7,403	0	7,403	4,292	0	4,292
Non-distributed Costs	24	0	24	513	0	513
Acquired Operations						
Public Health	0	0	0	2,592	(3,839)	(1,247)
Cost of Services	307,720	(197,327)	110,393	312,952	(192,027)	120,925
Corporate Income and Expenditure			9,542			29,626
Other Operating Expenditure			10,348			9,559
Financing and Investment Income and Expenditure			(127,614)			(129,740)
Taxation and Non-specific Grant Income			2,669			30,370
(Surplus) or Deficit on Provision of Services			0			0
Tax Expenses			2,669			30,370
Group (Surplus) or Deficit			(5,740)			(3,707)
Surplus or Deficit on Revaluation of Fixed Assets			4,033			(220)
Actuarial Gains / Losses on Pension Assets / Liabilities			(1,707)			(3,927)
Other Comprehensive Income and Expenditure			962			26,443
Total Comprehensive Income and Expenditure			962			26,443

WOKINGHAM GROUP BALANCE SHEET

	Notes	Group Total 31st March 2013 £,000	Group Total 31st March 2014 £,000
Property, Plant & Equipment		698,602	681,589
Investment Property	54	30,452	32,328
Intangible Assets		1,563	1,321
Assets Held for Sale		0	0
Long Term Investments	55	1,553	0
Long Term Debtors		446	492
Long Term Assets		732,616	715,730
Short Term Investments	55	34,057	40,572
Assets Held for Sale		224	221
Inventories		609	0
Intangible Current Assets		0	0
Short Term Debtors	55	16,412	21,257
Cash and Cash Equivalents		27,749	19,941
Current Assets		79,051	81,991
Cash and Cash Equivalents		(5,348)	(3,126)
Short Term Borrowing		(4,700)	(5,000)
Corporation Tax Liability		0	0
Short Term Creditors	55	(30,326)	(35,441)
Provisions		(4,618)	(4,609)
Current Tax Liability		0	0
Liabilities in Disposal Groups		0	0
Current Liabilities		(44,992)	(48,176)
Long Term Creditors		0	0
Provisions		0	0
Long Term Borrowing		(132,117)	(131,939)
PFI and Finance Lease Liabilities		(9,453)	(9,223)
Pensions Liability		(163,141)	(172,535)
Other Long Term Liabilities		0	0
Donated Assets Account		0	0
Capital Grants Receipts in Advance		(18,733)	(19,060)
Long Term Liabilities		(323,444)	(332,757)
Net Assets		443,231	416,788
Usable Reserves	58	(67,349)	(66,596)
Unusable Reserves	58	(375,882)	(350,192)
Total Reserves		(443,231)	(416,788)

WOKINGHAM STATEMENT

GROUP

CASHFLOW

	Group Total	Group Total
	31st March	31st March
	2013	2014
	Restated	
	£,000	£,000
Net Surplus or (deficit) on the Provision of Services	(2,669)	(30,370)
Adjustments to Net Surplus or Deficit on the Provision of Services for Non-Cash movements	(43,174)	56,007
Adjustments for Items included in the Net Surplus or Deficit on the Provision of Services that are Investing or Financing Activities	36,573	(24,621)
Net Cash Flow from Operating Activities	(9,270)	1,016
Investing Activities	15,598	(7,772)
Financing Activities	(637)	1,170
Net Increase or (Decrease) in Cash and Cash Equivalents	5,691	(5,586)
Cash and Cash Equivalents at the beginning of the reporting period	16,710	22,401
Cash and Cash Equivalents at the End of the Reporting Period	22,401	16,815

The net surplus line, and the adjustments to net surplus for non-cash movements line on the 2012/13 cash flow have been restated for the IAS 19 changes explained in note 7a. The presentation of the entries from 2013/14 onwards is consistent with IFRS requirements, i.e. brackets are now included around those figures which represent an outflow of funds, not an inflow of funds.

9. HOUSING REVENUE ACCOUNT

Introduction

The Housing Revenue Account (HRA) reflects a statutory obligation to maintain a revenue account for the Council's housing provision, in accordance with Schedule 4 of the Local Government and Housing Act 1989 (England and Wales). Its primary purpose is to ensure that expenditure on managing tenancies and maintaining dwellings is balanced by rents charged to tenants. Consequently, the HRA is a statutory account, ring-fenced from the rest of the General Fund so that rents cannot be subsidised from council tax and vice versa.

Transactions relating to the HRA have been separated into three statements:

- HRA Income and Expenditure Statement
- Movement on the HRA Statement

HRA Income and Expenditure Statement

The HRA Income and Expenditure Statement shows the economic cost in the year of providing housing services in accordance with generally accepted accounting practices, rather than the amount to be funded from rents and government grants. The Council charges rents to cover expenditure in accordance with regulations; this may be different from the accounting cost. The increase or decrease in the year, on the basis of which rents are raised, is shown in the Movement on the HRA Statement.

Movement on the HRA Statement

The overall objectives for the Movement on the HRA Statement, and the general principles for its construction, are the same as those generally for the Movement in Reserves Statement into which it is consolidated. The statement takes the outturn on the HRA Income and Expenditure Statement and reconciles it to the surplus or deficit for the year on the HRA Balance, calculated in accordance with the requirements of the Local Government and Housing Act 1989.

Housing Revenue Account Income and Expenditure Statement

2012/13 £,000		Notes	2013/14 £,000
	Income		
(13,575)	Dwelling Rents (gross)		(14,018)
(208)	Non-dwelling Rents (gross)		(206)
(716)	Charges for Services and Facilities		(664)
(8)	Re-imbusement of costs		(16)
0	HRA Subsidy Receivable (including MRA)		0
0	Contributions Towards Expenditure		0
0	Reduced Provision for Bad or Doubtful Debts		0
0	Sums Directed by the Secretary of State that are Income in Accordance with IFRS		0
(14,507)			(14,904)
	Expenditure		
2,683	Repairs and Maintenance		2,900
2,580	Supervision and Management		2,652
23	Rents, Rates, Taxes and Other Charges		72
(88)	Negative Subsidy Payable to the Secretary of State	10	0
0	Increased Provision for Bad or Doubtful Debts	13	115
3,093	Depreciation	7	3,091
2,353	Impairment of Fixed Assets	8	1,234
50	Debt Management Costs		50
0	Sums Directed by the Secretary of State that are Expenditure in Accordance with IFRS		0
10,693			10,114
(3,814)	Net Cost of Services included in the Whole Authority Comprehensive Income and Expenditure Statement		(4,790)
0	HRA Services Share of Corporate and Democratic Core		0
0	HRA Share of other Amounts Included in the Whole Authority		0
0	Net Cost of Services but not Allocated to Specific Services		0
(3,814)	Net Cost of HRA Services		(4,790)
(321)	(Gain) or Loss on Sale of HRA Non-current Assets		(846)
2,772	Interest Payable and Similar Charges		2,744
(7)	HRA Interest and Investment Income		(5)
(1)	Accumulated Leave		2
76	Pension Interest Cost and Expected Return on Pension Assets	11	61
0	Other Grants and Receivables		0
0	Capital Grants and Contributions Receivable	5	(2,132)
(1,295)	(Surplus) or Deficit for the Year on HRA Services		(4,966)

Movement on the HRA Statement

2012/13 £,000		Notes	2013/14 £,000
(1,273)	Balance on the HRA at the End of the Previous Year (Surplus) or Deficit for the Year on the HRA Income and Expenditure Statement		(1,627)
(1,295)	Adjustments between Accounting Basis and Funding Basis under Statute		(4,966)
(3,093)	Depreciation	7	(3,091)
(2,353)	Impairment / Revaluation Loss	8	(1,234)
321	Gain / Loss on Disposal		846
1	Reversal of Accumulating Absences		(2)
4,574	Capital expenditure funded by the HRA (adjusted against the Capital Adjustment Account)	5	2,569
0	Capital expenditure funded by capital grant (adjusted against the Capital Adjustment Account)	5	2,132
640	Transfer to the Capital Adjustment Account for voluntary debt repayment		2,076
(76)	HRA Share of Contributions to or (from) the Pensions Reserve	11	(61)
1	Reversal of Financial Instrument Amortisation		1
(1,280)	Net (Increase) or Decrease in the HRA Balance before Transfers to or from Reserves		(1,730)
0	Reversal of MRA Credited to HRA		0
500	Transfer to Capital Reserves		1,068
426	Transfers (to or from) the Major Repairs Reserve	4	522
(354)	(Increase) or Decrease in Year on the HRA		(140)
(1,627)	Housing Revenue Account Balance Carried Forward		(1,767)

10. NOTES TO THE HOUSING REVENUE ACCOUNT

NOTE 1 HOUSING STOCK

The number and types of dwellings in the Council's housing stock are as follows:

	31 March 2013 Number of Properties	31 March 2014 Number of Properties
Dwellings:		
Low and Medium Rise Flats	672	602
Traditional Houses and Bungalows	1,389	1,379
Non-traditional Houses and Bungalows	355	352
Sheltered Units:		
Low and Medium Rise Flats	198	198
Traditional Houses and Bungalows	98	98
Non-traditional Houses and Bungalows	0	0
Shared Equity Properties:		
Low and Medium Rise Flats	8	8
Traditional Houses and Bungalows	39	38
Non-traditional Houses and Bungalows	0	0
Total HRA Housing Stock	2,759	2,675

NOTE 2 HRA ASSET VALUATION

The value of land, houses and other property held within the HRA is as follows:

	Operational Assets			Total £,000	Non-Operational Assets £,000
	Dwellings £,000	Other Land and Buildings £,000	Plant and Equipment £,000		
Gross Valuation at 31 March, 2013	204,759	5,706	465	210,930	0
Accumulated Depreciation and Impairment	(60,483)	698	(332)	(60,117)	0
Net Book Value at 31 March, 2013*	144,276	6,404	133	150,813	0
Additions	4,736	280	7	5,023	0
Disposals	(682)	0	0	(682)	0
Revaluations	3,553	0	0	3,553	0
Transfer	(1,183)	962	0	(221)	0
Depreciation Impairments	(2,865)	(207)	(19)	(3,091)	0
	0	(1,234)	0	(1,234)	0
Net Book Value at 31 March, 2014	147,835	6,205	121	154,161	0

* The Net Book Value at 31 March, 2013 includes amounts transferred between categories in 13/14. Note 24 on the main statements show these transfers as movements in 13/14 rather than impacting the opening balance.

NOTE 3 VACANT POSSESSION

The vacant possession value of dwellings within the Council's HRA at 31 March 2014 was £465,497,931 and on 31 March 2013 was £454,572,109.

The vacant possession value and the Balance Sheet value of dwellings within the HRA show the economic cost to the Government of providing council housing at less than open market rents. The dwellings in the Balance Sheet are valued using the Existing Use Value for Social Housing rate. This is an open market rate less a reduction factor that recognises the fact that the dwellings are tenanted properties let at affordable rents without vacant possession. The reduction factor is set by the Government and is currently 32% of open market value (32% in 2012/13).

NOTE 4 MAJOR REPAIRS RESERVE

Movement on the Major Repairs Reserve (MRR) was as follows:

	2012/13 £,000	2013/14 £,000
Balance at 1st April	(31)	(457)
Transfer to the MRR of Major Repairs Allowance	0	0
Charges for depreciation	(3,093)	(3,091)
Revenue contribution to capital expenditure	(1,907)	(1,068)
Capital expenditure on land, houses and other property within the HRA	4,574	2,569
(Surplus) / Deficit	(426)	(1,590)
Balance at 31st March	(457)	(2,047)

NOTE 5 CAPITAL EXPENDITURE AND FUNDING

	2012/13 £,000	2013/14 £,000
Capital Expenditure within the Year:		
Capital Expenditure on Land, Houses and Other Property within the HRA	5,121	4,736
Funded by:		
Major Repairs Reserve	(5,031)	(2,569)
Capital Receipts Reserve	(406)	(35)
S106 Developer Contributions	(68)	0
Capital Grants	(73)	(2,132)
(Surplus) / Deficit	(457)	0

NOTE 6 CAPITAL RECEIPTS

Disposal receipts for 14 dwellings (seven in 2012/13)

2012/13 £,000	2013/14 £,000
635	1,866

NOTE 7 DEPRECIATION

Operational Assets (Property, Plant and Equipment)
Other, Land and Buildings
Council Dwellings

2012/13 £,000	2013/14 £,000
15	19
207	207
2,871	2,865
3,093	3,091

NOTE 8 IMPAIRMENT CHARGES

There have been no impairments on council dwellings available for letting during 2013/14. An impairment of £1.234m was made in 2013/14 relating to a number of vacant dwellings which have been identified for disposal as part of the regeneration of Eustace Crescent (£2.353m in 2012/13).

NOTE 9 REVENUE EXPENDITURE FUNDED FROM CAPITAL UNDER STATUTE

There was no revenue expenditure funded from capital under statute within the HRA for 2013/14 (nil in 2012/13).

NOTE 10 HOUSING SUBSIDY

The Housing Subsidy system ended when the HRA self-financing system became operational on 1 April 2012. However £88k was payable in 2012/13 in final settlement of the outstanding 2011/12 subsidy claim. The housing subsidy was calculated using a model HRA, which was based on pre-set figures determined by the Government and the number of dwellings owned by the Council.

Adjustment for Final Audited Claim
Housing Subsidy Payable to the Government

2012/13 £,000	2013/14 £,000
(88)	0
(88)	0

NOTE 11 CONTRIBUTIONS TO THE PENSION RESERVE

Pension costs of £61k in 2013/14 (£76k in 2012/13) are included in the '(Surplus) or Deficit for the Year on HRA Services' section of the Income and Expenditure Statement.

NOTE 12 RENT ARREARS

	2012/13 £,000	2013/14 £,000
Current Tenants	663	565
Former Tenants	204	226
	867	791

NOTE 13 BAD DEBTS PROVISION

	2012/13 £,000	2013/14 £,000
Balance at 1st April	615	615
(Decrease) / Increase in Provision for the Year	0	115
	615	730

NOTE 14 SUMS DIRECTED BY THE SECRETARY OF STATE

No items have been directed to be debited or credited to the HRA.

NOTE 15 ASSETS HELD FOR SALE

The HRA has four properties classed as 'Assets Held for Sale' in the Council's Balance Sheet at 31 March 2014 (one property at 31 March 2013)

11. COLLECTION FUND

Introduction

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

	2012/13	2013/14		
	£,000	Business Rates £,000	Council Tax £,000	Total £,000
INCOME				
Council Tax Payers	(92,084)	0	(95,703)	(95,703)
Transfers from General Fund:				
• Council Tax Benefits	(4,893)	0	0	0
• Transitional Relief	306	0	0	0
Income from Business Ratepayers	(51,417)	(53,497)	0	(53,497)
Total Income	(148,088)	(53,497)	(95,703)	(149,200)
EXPENDITURE				
Precepts and Demands				
• Central Government	0	0	0	0
• Wokingham Borough Council	79,023	0	77,551	77,551
• Parish Councils	3,473	0	3,390	3,390
• Thames Valley Police Authority	10,167	0	9,984	9,984
• Berkshire Fire Authority	3,668	0	3,848	3,848
Business Rates				
• Payments to National Pool	50,509	0	0	0
• Payments to Government	0	26,145	0	26,145
• Payments to Wokingham Borough Council	0	25,401	0	25,401
• Payments to Fire Authority	0	518	0	518
• Cost of Collection	180	181	0	181
Bad and Doubtful Debts				
• Provisions	446	500	171	671
• Write Offs	103	378	104	482
• Provisions for Appeals	0	1,250	0	1,250
Transfer of Collection Fund Surplus	699	0	27	27
Total Expenditure	148,268	54,373	95,075	149,448
Deficit/(Surplus) for the year	180	876	(628)	248
Balance at 1 April	(1,119)	0	(939)	(939)
Balance at 31 March	(939)	876	(1,568)	(692)

12. NOTES TO THE COLLECTION FUND

General

The Council has a statutory requirement as a billing authority to operate a Collection Fund as a separate account to the General Fund. The purpose of the Collection Fund is to separately identify the income and expenditure relating to Council Tax and Non Domestic Rates (NDR).

Collection Fund surpluses or deficits are declared by the billing authority in relation to Council Tax and are apportioned to the relevant precepting bodies in the subsequent financial year. Wokingham's precepting bodies for Council Tax are the Police and Crime Commissioner for Thames Valley and the Royal Berkshire Fire and Rescue Authority.

From 1 April 2013 onwards the local government finance regime was revised with the introduction of the Business Rates Retention Scheme. The main aim of the scheme is to give councils a greater incentive to increase economic development and regeneration by allowing them to share a proportion of any extra business rates achieved in excess of a baseline set by the Government. The scheme does, however, also increase the financial risk due to non-collection and reduction in the tax base, as councils will also have to share in any shortfalls up to an agreed level.

NDR surpluses or deficits declared by the billing authority in relation to the Collection Fund are apportioned to the relevant precepting bodies in the subsequent financial in their respective proportions.

The Code of Practice requires the Collection Fund Income and Expenditure account to be included in the Council's accounts, and the Collection Fund balance sheet is incorporated into the Council's consolidated balance sheet.

Council Tax

Council tax is charged according to the value of residential properties, which are classified into 9 valuation bands (A to H) for this specific purpose. Individual charges are calculated by estimating the amount of income required to be taken from the Collection Fund by the Council for the forthcoming year and dividing this by the Council Tax base (i.e. the equivalent numbers of Band D dwellings).

NOTE 1 INCOME COLLECTABLE FROM BUSINESS RATE PAYERS

The total non-domestic rateable value at 31 March, 2014 was £138,230,389 (At 31 March 2013 £138,743,317).

The national non-domestic rate multiplier for 2013/14 was 47.1p (For 2012/13 45.8p)

NOTE 2 CALCULATION OF THE COUNCIL TAX BASE

The Council Tax base for 2013/14 was 63,436.4 (65,894 in 2012/13). This reduction between financial years is due to the Government's Council Tax Localisation changes which revised the way Central Government compensate the Council for council tax benefits paid to eligible residents.

The tax base for 2013/14 was approved at Special Council Executive meeting on 31 January 2013 and was calculated as follows:

From 2013/14 onwards the local government finance regime was revised and Council Tax benefit is no longer separately paid to the Council but has been incorporated into the Formula Grant paid to the Council. The Council Tax Benefit Subsidy has been replaced by a Council Tax Reduction Scheme which each authority must approve, and which was approved by the Special Council Executive on 31 January 2013.

Band	Chargeable Dwellings	Ratio	Band D Equivalent Dwellings
			2013/14
A	1,449	6/9	966
B	2,790	7/9	2,170
C	8,242	8/9	7,326
D	16,146	1	16,146
E	13,479	11/9	16,474
F	8,918	13/9	12,881
G	5,644	15/9	9,407
H	411	18/9	822
Total			66,192
Net effect of premiums and discounts			(2,756)
Council Tax Base			63,436

NOTE 3 COLLECTION FUND SURPLUS / (DEFICIT)

	2012/13 Total £,000	Council Tax £,000	Business Rates £,000	2013/14 Total £,000
Wokingham Borough Council	79,618	531	(429)	79,720
Central Government	0	0	(438)	(438)
Police and Crime Commissioner for Thames Valley	10,244	68	0	10,312
Royal Berkshire Fire Authority	3,696	29	(9)	3,716
Total	93,557	628	(876)	93,310

Income from Business Ratepayers

Each Council which is a billing authority collects National Non Domestic Rates (NDR) for its area based on local rateable values provided by the Valuation Office Agency (VOA) multiplied by a uniform business rates set nationally by Central Government. In previous financial years the total amount due, less certain allowances, was paid to a central pool (the NNDR pool) administered by Central Government, which in turn paid to local authorities their share of the pool, based on a standard amount per head of the local adult population.

In 2013/14 the administration of NNDR changed following the implementation by Government of the Business Rates Retention Scheme. Instead of paying the NNDR in full to Central Government, the scheme allows the Council to retain a proportion of the total NDR received. The Wokingham share is 49% with the remainder paid to precepting bodies. For Wokingham the NDR precepting

bodies are Central Government (50% share) and the Royal Berkshire Fire and Rescue Authority (1% share).

The business rates shares payable for 2013/14 were estimated before the start of the financial year as £25.92m to Central Government, £25.401m to Wokingham Council, and £0.518m to the Royal Berkshire Fire and Rescue Authority. Business rates demands for these amounts were issued in 2013/14 and charged to the Collection Fund in year. When the scheme was introduced, Central Government set a baseline level for each authority identifying the expected level of retained business rates and a top up or tariff amount to ensure that all authorities receive their baseline amount. Tariffs due from authorities payable to Central Government are used to finance the top ups to those authorities which do not achieve their targeted baseline funding. Wokingham is a tariff authority and has paid Central Government the amount of £13.160m in 2013/14 as assessed in the baseline.

The total income from business ratepayers collected in 2013/14 was £50.963m net of provisions for bad debts and appeals (£51.112m in 2012/13). The Business Rates Retention Scheme requires local authorities to pay a levy to central Government if business areas collected exceeds the baseline. Wokingham's retained business rates income in 2013/14 was £12.239m which was below the baseline of £12.336m by £97k (net of provision for appeals, bad debts, and transitional protection payments). The Council does not therefore have to pay a levy to central Government for 2013/14.

In addition to the top up, a 'safety net' figure is calculated at 92.5% of baseline amount which ensures that authorities are protected to this level of business rates income. Wokingham's safety net figure was £11.410m in 2013/14. The comparison of business rate income to the safety net uses the total income collected from business rate payers and adjusts for losses in collection, losses on appeal, transitional protection payments, the cost of collection and the revision to Small Business Rate Relief (announced in the Autumn Statement 2012) not allowed for when the safety net was set. Since the Council's retained business rates income in 2013/14 exceeded the safety net threshold, the Council did not qualify for a safety net payment for 2013/14.

In addition to the local management of business rates, authorities are expected to finance appeals made in respect of rateable values as defined by VOA and hence business rates outstanding as at 31 March 2014. Authorities are required to make a provision for these amounts in proportion to the precepting shares. The total provision charged to the Collection Fund for 2013/14 has been calculated at £1.25m, of which Wokingham's 49% share is £612.5k.

Glossary of Terms

Accounting Code of Practice

The CIPFA Code of Practice on Local Authority Accounting: Specifies the principles and practices of accounting required to give a 'true' and 'Fair' view of the financial position and transactions of a local authority, including group financial statements. The code prescribes the accounting treatment and disclosures for all normal transactions of a local authority based on a hierarchy of standards including International Financial Reporting Standards (IFRS)

Accounting Policies

The rules and practices adopted by the Authority that dictate how transactions and events are treated in its financial records.

Accounting Standards

A set of rules explaining how accounts are to be kept. By law, local authorities must follow 'proper accounting practices', which are set out in Acts of Parliament and in professional codes and statements of recommended practice.

Accruals

This is an accounting concept that recognises income and expenditure when goods or services are provided, and not when cash is transferred. The inclusion of debtors, creditors and depreciation are examples of accruals.

Actuarial Gains/Losses

The profits and losses on the pension scheme as calculated by the Actuary because the assumptions made were not the same as the actual performance (e.g. if interest rates were less than anticipated).

Acquisitions

The Council spends funds from the capital programme to buy assets such as land and buildings.

Amortisation

The equivalent of depreciation for intangible assets.

Appointed Auditors

The Audit Commission appoints external auditors to every Local Authority, from one of the major firms of registered auditors. From 2012/13, an external audit function is no longer directly undertaken by the Audit Commission due to a change in the Audit Commission roles.

Asset

An asset is a resource controlled by the authority as a result of past events and from which economic benefits or service potential are expected cash flow to the authority e.g. cash, stock, buildings etc.

Assets Held for Sale

Properties or equipment that have been taken out of use for service delivery and are awaiting sale.

Assets under Construction

Assets not yet ready for use. This could be new building work in schools or road construction.

Balances and Reserves

Balances and reserves are maintained to fund future years' expenditure, or specific projects, and to provide a cushion against expenditure being higher or income lower than expected. Contributions to balances and reserves can be either a planned contribution from the revenue

budget to set aside monies for a specific purpose or a transfer of any revenue surplus at the year-end. The maintenance of an appropriate level of general balances is a fundamental part of prudent financial management.

Budget

A planned expenditure forecast. Budgets are reviewed during the course of the financial year to take account of pay and price changes and other factors affecting the level or cost of services.

Capital Expenditure

Capital expenditure is expenditure that creates future benefits. A capital expenditure is incurred either when buying or, adding to the value of an existing fixed asset with a useful life extending beyond the current financial year.

Capital Adjustment Account

A balance sheet reserve that is unique to the local authority accounting capital accounting regime. The balance on the account cannot be used, but reflects how the Council's assets have been financed. It contains the balance of depreciation against the Minimum Revenue Provision (MRP), additional debt repayments over the MRP, reserved capital receipts and usable capital receipts/ grants/ planning gains applied to meet capital expenditure.

Capital Financing

This term describes the method of financing capital expenditure, the principal methods now being loan financing, leasing, capital receipts and developed contributions.

Capital Financing Requirement

It measures the local authorities underlying need to borrow or finance by other long-term liabilities for capital purposes. It represents the amount of capital expenditure that has not yet been resourced absolutely.

Capitalisation

Costs are capitalised to the extent that they create or improve any fixed asset with a useful economic life greater than one year.

Capital Receipts

Proceeds from the sale of fixed assets. The Council earmarks capital receipts to finance future capital expenditure.

Chartered Institute of Public Finance and Accountancy (CIPFA)

CIPFA is the professional accountancy institute that sets the standards for the public sector. The institute produces advice, codes of practice and guidance to local Authorities on best practice.

Collection Fund

A statutory account into which Council Tax and National Non-Domestic Rates are paid, and from which amounts are paid to the local authority and the precepting body.

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 include the Countryside estate and historic assets that are not used in service delivery.

Comprehensive Income and Expenditure Statement (CIES)

Statement that shows the accounting cost in the year of providing the services in accordance with generally accepted accounting policies.

Contingent Assets

Potential assets whose outcome depends on future events.

Contingent Liabilities

A contingent liability is 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 authority's control (e.g. the outcome of a court case).

Creditors

Financial liabilities for future goods or services that have been received or supplied by the end of the accounting period, that is due immediately or in the short term. Creditors are an example of the concept of accruals.

Current Service Cost (Pensions)

The increase in the present value of Local Government pension scheme liabilities expected to arise from employee service in the current period.

Curtailment Costs (Pensions)

For a defined benefit scheme (such as LGPS) 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.

Debtors

Financial assets, with fixed or determinable payments, when goods or services have been delivered or rendered. Debtors are an example of the concept of accruals.

Depreciation

A charge to the revenue account to reflect the consumption or use of a fixed asset in service delivery. There is a corresponding reduction in the value of the fixed asset.

Earmarked Reserves

These are reserves set aside for a specific purpose or a particular service, or type of expenditure.

Exceptional Item

An item identified separately in the accounts because of its exceptional nature to ensure the presentation of the accounts is fair, and comparable year on year.

Fair Value

The amount for which an asset could be exchanged, or liability settled at arm's length, between Knowledgeable and willing parties

Financial Year

The year of account, which runs from the 1st April to the following 31st March.

Finance Lease & Operating Leases

A finance lease is one that transfers a substantial proportion of the risks and rewards of a fixed asset to the lessee. With a finance lease the present value of the lease payments equates to substantially all of the value placed on the leased asset. For an operating lease a rental payment is payable to the lessor for the use of the asset and the ownership reverts to the owner when the lease is terminated.

Financial Instrument

A contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial instruments can be classified generally as equity based, representing ownership of the asset, or debt based, representing a loan made by an investor to the owner of the asset.

Fixed Assets

An asset that yields benefits to the local authority and the services it provides for a period of more than one year. Tangible fixed assets have a physical form e.g. buildings or land. Intangible fixed assets do not have a physical form e.g. software licences.

General Fund

The local authorities main revenue account that covers the net cost of all services other than the provision of council housing for rent.

Government Grants

Financial assistance from Central Government, or its agents, usually for a specific purpose, in the form of cash transfers in return for compliance with certain conditions. These grants may be capital or revenue in nature.

Heritage Assets

A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).

Historic Cost

The estimated value of an asset on the balance sheet based upon its original purchase cost, less depreciation to date.

Impairment

A reduction in the value of a fixed asset, below its carrying amount on the Balance Sheet.

Infrastructure Assets

Fixed assets, such as highways and footpaths, that is inalienable and has no resale value.

Intangible Asset

Fixed assets which have value but do not have physical any substance. They are identified and controlled by the local authority, for example, purchased software licences.

Investment Properties

An interest in land and, or buildings, which are held solely for their investment potential/rental income and are not required for delivery of local authority service.

Lessee

The party that leases an asset that is owned by another party.

Lessor

The owner of an asset that is leased by another party.

Liability

An obligation that binds the authority to settle a debt as a result of a past event or transaction such as the purchase of goods or services.

Net book Value

The amount at which fixed assets are included in the balance sheet, i.e. their historical cost or Current value less the cumulative amounts provided for depreciation.

Net Realisable Value

A method of valuation that estimates the open market value of an asset, less the expenses required to sell it.

Non-Domestic Rate (NDR) Income

A levy on businesses based on national 'rateable value' of the premises occupied. NDR is paid into a national pool and then redistributed to all local and police authorities on the basis of assessed needs.

Non-Operational Assets

Fixed assets held by a local authority but not directly occupied, used or consumed in the delivery of services. Examples of these assets are investment properties and assets that are surplus to requirements, pending sale or redevelopment.

Operational Assets

Fixed 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.

Past Service Cost (Pensions)

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.

Precept

An amount levied on another public body in respect of the Council Tax. Parish Council's, Royal Berkshire Fire Authority and the Police and Crime Commissioner for Thames Valley levy precepts on the Council to collect council tax on their behalf.

Prior Period Adjustments

Material adjustments applicable in prior years, arising from changes in accounting policies or from correction of fundamental errors.

Private Finance Initiative (PFI)

A contract between the local authority and a private company. The private company makes a capital investment in the assets required to deliver improved services, and the council pays a unitary charge to cover the cost of services and financing requirements. In the case of Wokingham the PFI contract is for the disposal of waste.

Provisions

Amounts set aside for any liabilities or losses that are likely to be incurred, but which are uncertain as to the amounts or the dates on which they will arise.

Public Works Loans Board (PWLB)

A central government agency which provides long and medium-term loans to local authorities at interest rates only slightly higher than those at which the Government itself can borrow. Local authorities are able to borrow a proportion of their requirements to finance capital spending from this source.

Revaluation Reserve

This account contains the balance on the revaluation of fixed assets previously shown in the accounts arising from revaluations or disposals of those assets. The balance on the account cannot be used.

Revenue Expenditure

Expenditure incurred on day to day running costs e.g. running costs, salaries, and is confined to accounts within one financial year.

Revenue Expenditure Funded From Capital under Statute (REFCUS)

Expenditure that is treated under the Local Government Act 2003, as capital expenditure but which does not meet the definition of capital expenditure in the Statement of Recommended Practice. Therefore the expenditure is not carried on the balance sheet as a fixed asset.

Revenue Support Grant (RSG)

The principle way that Central Government funds local government revenue expenditure. This grant is non-specific and is based upon the Government's assessment of how much a local authority needs to spend to provide a common level of service.

Surplus Assets

Surplus assets are those assets that are no longer essential for the operation of services.

Unuseable Reserves

Unusable reserves are reserves that in simple terms enable the local authority's balance sheet to reconcile and cannot be released to spend on services.

Useable Reserves

Usable reserves are those reserves that can be released to spend on services or added to for future spending on services.

Useful Life (of assets)

The period over which the local authority can derive benefits from the use of a fixed asset.

Write-Offs

Elimination of an asset or liability within the financial year, for example, uncollectable debts.