



Leicester
City Council

MEETING OF THE AUDIT AND RISK COMMITTEE

DATE: THURSDAY, 28 SEPTEMBER 2017

TIME: 5:30 pm

PLACE: Meeting Room G.01, Ground Floor, City Hall, 115 Charles Street, Leicester, LE1 1FZ

Members of the Committee

Councillor Dawood (Chair)

Councillor Westley (Vice-Chair)

Councillors Alfonso, Bajaj, Dr Chowdhury, Hunter and Dr. Moore

Two unallocated Non-Group Places

Members of the Committee are summoned to attend the above meeting to consider the items of business listed overleaf.

for Monitoring Officer

Officer contact: Angie Smith
Democratic Support, Democratic Services
Leicester City Council,
City Hall, 115 Charles Street, Leicester, LE1 1FZ
Tel. 0116 454 6354
Email. Angie.Smith@Leicester.gov.uk

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Further information

If you have any queries about any of the above or the business to be discussed, please contact Angie Smith, **Democratic Support on (0116) 454 6354** or email Angie.Smith@leicester.gov.uk or call in at City Hall, 115 Charles Street.

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PUBLIC SESSION

AGENDA

FIRE / EMERGENCY EVACUATION

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1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business to be discussed.

3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting of the Audit and Risk Committee held on 28 June 2017 have been circulated, and Members will be asked to confirm them as a correct record.

4. ANNUAL GOVERNANCE REPORT - ISO 260 REPORT [Appendix A](#) TO THOSE CHARGED WITH GOVERNANCE

The External Auditor submits the ISA 260 Report to Those Charged with Governance, a report which summarises the key findings of the 2016/17 audit of Leicester City Council, the Auditor's assessment of the Council's arrangements to secure value for money (VFM), and the requirement for Members to authorise the Director of Finance to sign the letter of representation to KPMG from the Council.

The Audit and Risk Committee are asked to note the report and approve the letter of representation.

Details of the Annual Governance Report will be circulated to Members of the Committee as soon as they are available.

5. ANNUAL GOVERNANCE STATEMENT 2016-2017 [Appendix B](#)

The Director of Finance submits a report to the Audit and Risk Committee for approval of the Council's Annual Governance Statement for the financial year 2016-17. The Committee is recommended to approve the report.

6. STATUTORY STATEMENT OF ACCOUNTS 2016/17 **Appendix C**

The Director of Finance submits a report which gives details of the Accounts and Audit (England) Regulations 2015 which require that the Council present its audited Statement of Accounts for 2016/17 by the 30th September 2017. The Committee is recommended to approve the accounts, and approve a letter of management representation.

7. INTERNAL AUDIT ANNUAL REPORT AND OPINION **Appendix D**
FOR THE FINANCIAL YEAR 2016-17

The Director of Finance submits the Internal Audit Annual Report and Opinion for the financial year 2016-17. The Committee is recommended to receive and approve the contents of the report, and note the recommendations.

8. PRIVATE SESSION

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

Under the law, the Committee is entitled to consider certain items in private where in the circumstances the public interest in maintaining the matter exempt from publication outweighs the public interest in disclosing the information. Members of the public will be asked to leave the meeting when such items are discussed.

The Committee is recommended to consider the following report in private on the grounds that it will contain 'exempt' information as defined by the Local Government (Access to Information) Act 1985, as amended, and consequently makes the following resolution:-

“that the press and public be excluded during consideration of the following report in accordance with the provisions of Section 100A(4) of the Local Government Act 1972, as amended, because it involves the likely disclosure of 'exempt' information, as defined in the Paragraph detailed below of Part 1 of Schedule 12A of the Act, and taking all the circumstances into account, it is considered that the public interest in maintaining the information as exempt outweighs the public interest in disclosing the information.”

Paragraph 3

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

APPENDIX B1 INTERNAL AUDIT UPDATE REPORT – 2016/17

This report concerns the strength of internal controls in the City Council's financial and management processes and includes references to material weaknesses and areas thereby vulnerable to fraud or other irregularity. It is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

9. INTERNAL AUDIT UPDATE REPORT 2016-17 **Appendix B1**

The Director of Finance submits the Internal Audit Update Report 2016-17. The Audit & Risk Committee is recommended to receive the report and note the key issues identified.

10. ANY OTHER URGENT BUSINESS



Leicester
City Council

**WARDS AFFECTED:
ALL WARDS (CORPORATE ISSUE)**

AUDIT & RISK COMMITTEE

28th September 2017

External Auditor's Report to Those Charged With Governance

REPORT OF THE EXTERNAL AUDITOR

1. INTRODUCTION

- 1.1. This report sets out what officers from KPMG, the External Auditor, will provide to the Audit & Risk Committee at the meeting of 28th September 2017. These reports are not presently available pending completion of final audit work.
- 1.2. Officers from KPMG will present a report to summarise:
 - 1.2.1. The key findings arising from the audit of Leicester City Council's financial statements for the year ended 31st March 2017;
 - 1.2.2. The Auditor's assessment of the Council's arrangements to secure value for money (VFM) in its use of resources; and
 - 1.2.3. The requirement for Members to authorise the Director of Finance to sign the letter of representation to KPMG from the Council in connection with the audit of the Council's financial statements.
- 1.3. This report is known as the ISA 260 Report to Those Charged with Governance.

2. CONTENT OF THE ISA 260 REPORT

- 2.1. The report will include:
 - 2.1.1. Proposed audit opinion - KPMG expect to give an unqualified audit opinion on the accounts
 - 2.1.2. Audit adjustments – KPMG have not required any material adjustments to be made to the accounts.
 - 2.1.3. Key financial statements audit risks – at this stage KPMG do not have any significant matters to report to members

2.1.4. Accounts production and audit process – KPMG will give brief comments on the process

2.1.5 VFM conclusion and risk areas – KPMG expect to issue an unqualified VFM opinion.

2.2. Completion – KPMG will set out any areas of audit work that are not yet complete; they will give members an update when they present the report on 28 September.

3. FINANCIAL IMPLICATIONS

3.1. The report is exclusively concerned with financial issues.

4. LEGAL IMPLICATIONS

4.1. The timetable and the arrangements for the reporting of the Council’s statement of accounts are governed by statute. These statutory requirements have been complied with.

5. OTHER IMPLICATIONS

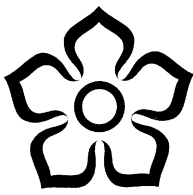
<u>OTHER IMPLICATIONS</u>	<u>YES/NO</u>	<u>PARAGRAPH REFERRED</u>
Equal Opportunities	No	
Policy	No	
Sustainable and Environmental	No	
Crime and Disorder	No	
Human Rights / People on low incomes	No	
Corporate Parenting	No	
Health Inequalities Impact	No	

6. CONSULTATIONS

Not applicable

7. AUTHOR

**Helen Brookes
Audit Manager
KPMG LLP**



Leicester
City Council

WARDS AFFECTED
All

Appendix B

FORWARD TIMETABLE OF CONSULTATION AND MEETING

Audit and Risk Committee

28 September 2017

Annual Governance Statement 2016 - 2017

Report of the Director of Finance

1. PURPOSE OF THE REPORT

- 1.1. To seek the approval of the Committee for the Council's Annual Governance Statement 2016 – 2017.

2. RECOMMENDATIONS

- 2.1. Members are recommended to approve the Annual Governance Statement 2016 - 2017 as detailed within this report.

3. SUMMARY

- 3.1. The Council is required to publish, as part of its financial accounts reporting, an Annual Governance Statement. This statement should assure the people of Leicester that the Council operates in accordance with the law and has due regard to proper standards of behaviour and that it safeguards the public purse. This statement has to be agreed and approved by Committee by the end of September as this forms part of the statement of accounts.

4. REPORT

- 4.1. The format of the statement is dictated to a large extent by the principles of the Chartered Institute of Public Finance and Accountancy (CIPFA)/Society of Local Authority Chief Executives (SOLACE) framework 'Delivering Good Governance in Local Government'. The Annual Governance Statement 2016-17, is attached at Appendix 1.
- 4.2. As a result of changes to the reporting timetable for the accounts next year, this process will start earlier in 2018.
- 4.3. The Annual Governance Statement is being presented here for 'final' approval.

5. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report, although the annual governance statement helps to provide assurance about the proper use of the Council's resources.

6. LEGAL IMPLICATIONS

There are no direct Legal implications. Kamal Adatia, City Barrister and Head of Standards – 37 1401.

7. Other Implications

OTHER IMPLICATIONS	YES/ NO	Paragraph/References Within Supporting information
Risk Management	Yes	All of the paper.
Climate Change	No	
Equal Opportunities	No	
Policy	Yes	All of the paper.
Sustainable and Environmental	No	
Crime and Disorder	No	
Human Rights Act	No	
Elderly/People on Low Income	No	
Corporate Parenting	No	
Health Inequalities Impact	No	

9. Consultations

Chief Operating Officer and All Strategic Directors
All Divisional Directors
All City Officers
Finance Division Senior Management Team

10. Report Author

Amy Oliver
Chief Accountant – Corporate Accountancy
X54 5667

Alison Greenhill
Director of Finance

APPENDIX 1 -LEICESTER CITY COUNCIL ANNUAL GOVERNANCE STATEMENT 2016-17

1. Introduction

The Council is committed to good corporate governance and complies with the CIPFA/SOLACE “Delivering Good Governance Framework” (2016). The Framework requires local authorities to be responsible for ensuring that:

- their business is conducted in accordance with all relevant laws and regulations
- public money is safeguarded and properly accounted for
- resources are used economically, efficiently and effectively to achieve agreed priorities which benefit local people

This statement is produced in fulfilment of the requirements under the Accounts and Audit Regulations, 2015, to prepare an annual governance statement.

2. The Arrangements

The Council works within the governance framework summarised in Appendix 1, and has an approved Local Code of Corporate Governance. The following details how the Council meets the requirements of the framework through the core principles, systems, policies and procedures it has in place.

We have the following codes and rules:

- Finance Procedure Rules
- Code of Conduct for Members
- Code of Conduct for Employees
- Anti-fraud, Bribery and Corruption Policy
- Whistleblowing Policy
- Information Governance & Risk Policy

The City Mayor has set out a strategic vision in terms of a number of key pledges which relate to:

- Connecting Leicester
- Quality public transport
- Transforming the Waterside
- Increasing school places
- Attracting investment, jobs and skills

The key pledges are supported by the following key plans:

- Economic Action Plan
- Local Transport Plan
- Health and Wellbeing Strategy
- Sustainability Action Plan
- Children's Improvement Plan
- Heritage Action Plan
- Homelessness Strategy
- Air Quality Action Plan
- Flood Risk Management Strategy
- Departmental performance targets
- Budget Strategy
- Corporate Risk Management Strategy

We monitor:

- Delivery of the key plans and strategies
- Performance indicators, particularly in relation to children's and adult's social care
- Delivery of the Budget

We are transparent in our decision making through:

- Open Council & committee meetings with published minutes
- Published Executive decisions
- Scrutiny of Executive projects through committees
- Call in periods for Executive decisions
- Public engagement through consultation, representations and petitions
- Use of social media and engagement with the press and media
- Stakeholder engagement on key projects and partnership working
- Publication of Freedom of Information Act responses and transparency data

We are supported by:

- Democratic Services including Member and Civic Support Services, who also support member development
- An Organisational Development Team, who ensure effective development of employees
- A Communications function which includes PR, Media and Digital Media Teams

- A staff intranet and established internal communication channels, which provide guidance to staff
- Partnership working on key priorities
- An Information Assurance Team to support our data policies

We review processes and delivery throughout the year supported by:

- Internal Audit
- External Audit
- Information Governance
- Audit and Risk Committee
- Annual review of the Local Code of Corporate Governance
- Annual review of the Assurance Framework

Additional information on many of the areas detailed above can be found on the Councils website; www.leicester.gov.uk

3. Significant Governance Issues

The Council's review of processes enables the identification of any areas of the Council's activities where there are significant weaknesses in financial controls, governance arrangements or the management of risk. Overall, from this year's work, it can be concluded that controls are operationally sound and that the Council's financial management arrangements conform to the governance requirements of the CIPFA 'Statement on the Role of the Chief Financial Officer in Local Government'.

Areas of significant risk or priorities for action have been identified and are listed below, along with an update of the issues identified last year.

Follow Up of Issues Identified in 2015/16

Last year, the following areas were identified as significant governance issues. The table below sets out the action that has been taken to address these issues in the current year:

Issue Identified	Action taken to date:
Medium Term Financial Strategy – Estimated budget gap of £55m in 2019/20.	Continuous achievement of savings has reduced the gap to £40m.
Performance Management – Continue to ensure the effectiveness of performance management across the Council.	Performance of directorates has been reported to scrutiny committees during the year. This process will continue.
2015 OFSTED Inspection – an inspection of Services for Children in Need of Help and Protection, Children Looked After, and Care Leavers graded Leicester's children services as inadequate.	Following the introduction of the 12 week action plan introduced in April 2016, strong improvement has been made. This conclusion is supported by an independent review from the DfE and OFSTED.

Issues Identified in 2016/17

The areas of significant risk or priorities for action that have been identified are listed below:

Issue Identified	Planned Action:
Medium Term Financial Strategy - like all local authorities, the Council's financial viability is a key concern at a time of deep funding cuts.	The strategy is updated annually, and delivery of savings continually monitored.
2015 OFSTED Inspection – an inspection of Services for Children in Need of Help and Protection, Children Looked After, and Care Leavers graded Leicester's children's services as inadequate.	The improvement plan introduced in 2016/17 will continue during the coming year. This will be informed by peer reviews, service plans & the Local Children's Safeguarding Board business plan. A further inspection is planned in Summer 2017.

4. Conclusion

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

Signed:

City Mayor

Chief Operating Officer

Director of Finance

Appendix 1

KEY ELEMENTS OF THE COUNCIL'S GOVERNANCE FRAMEWORK

Key elements of the governance framework at Leicester City Council are summarised below:

Mayor, Executive and Council

- Provide leadership, develop and set policy

Decision making

- Decisions are recorded on the Council's website
- There is a period of grace in which decisions are open to review

Risk management

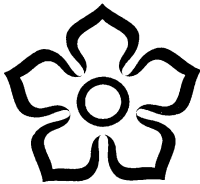
- Risk registers identify both operational and strategic risks
- Key risks are considered by Corporate Management Team half yearly

Scrutiny and review

- Scrutiny committees review Council policy and can challenge decisions
- Audit and Risk Committee approves the annual accounts and reviews policies & procedures that ensure good governance of the Council.
- Approve the Internal Audit Annual Report and opinion

Corporate Management Team

- Provide service level management and interface with the political leadership
- Head of Paid Service is the Chief Operating Officer, who is responsible for all Council staff and leading an effective corporate management team (CMT)
- Director of Finance is the s.151 Officer and is responsible for safeguarding the Council's financial position and ensuring value for money
- Monitoring Officer is the City Barrister & Head of Standards who is responsible for ensuring legality and promoting high standards of public conduct
- CMT includes all strategic and operational directors



Leicester
City Council

**WARDS AFFECTED:
ALL WARDS (CORPORATE ISSUE)**

AUDIT & RISK COMMITTEE

28th September 2017

STATUTORY STATEMENT OF ACCOUNTS 2016/17

REPORT OF THE DIRECTOR OF FINANCE

1. INTRODUCTION

- 1.1. The Accounts and Audit (England) Regulations 2015 require that the Council present its audited Statement of Accounts for 2016/17 by the 30th September 2017, and that these accounts are adopted by the Audit & Risk Committee.
- 1.2. The regulations also require those charged with governance – the Audit & Risk Committee – to approve a letter of management representation.
- 1.3. Auditors are to present the committee with their ‘Report to those charged with governance’ (known as the ISA 260 report) which details the conclusions of their audit work and any recommendations they wish to make.

2. RECOMMENDATIONS

- 2.1. The Audit & Risk Committee is recommended to:
 - 2.1.1. Note the auditors’ ISA 260 Report to those charged with Governance and the recommendations contained within it
 - 2.1.2. Adopt the audited accounts for the year ended 31st March 2017, attached at appendix A.
 - 2.1.3. Approve the letter of representation submitted by the Director of Finance, attached at appendix B.

3. SUMMARY

- 3.1. The statutory accounts are prepared in accordance with the Code of Practice on Local Authority Accounting in the UK. Separate management accounts are presented to the Executive and to the Overview Select Committee, which set out the revenue and capital outturn for the authority. The financial position of the authority is presented in a different way in the Statement of Accounts. The

outturn reports focus on the in-year financial performance in a format consistent with the Council's budgets, while the Statement of Accounts shows the in-year performance in a standard format adopted by all local authorities, including a balance sheet showing the underlying financial position.

3.2. Despite the wide variations in the way the position is presented, the key point is that both the outturn reports and the accounts are consistent.

3.3. The core financial statements are:

- Expenditure and Funding Analysis (EFA)

This shows how annual expenditure is used and funded from resources (government grants, rents, council tax and business rates) by the Council in comparison with those resources consumed or earned by the authority in accordance with generally accepted accounting practices.

- Movement in Reserves Statement

This shows the movement in the year on the different reserves held by the authority. This statement distinguishes between "usable reserves" which can be used to fund expenditure or reduce local taxation and "unusable reserves" which are effectively accounting entries and not actual cash. The level of uncommitted general balances at 31st March 2017 was £15.0m, in line with the Council's financial strategy.

- Comprehensive Income and Expenditure Statement (CIES)

This shows the Council's actual performance for the year in accordance with the Code of Practice. This means that the accounts are prepared on a different basis than that used to set the Council's budget and raise Council Tax. There are a number of statutory adjustments that are made to the surplus or deficit shown on this statement to arrive at the balance on the General Fund shown in the Movement in Reserves Statement above.

- Balance sheet

The Balance Sheet shows the net worth of the Council in terms of its assets and liabilities. It shows the net value of the organisation including the balances and reserves, its long term indebtedness, together with fixed and net current assets employed in its operations.

- Cash flow statement

This statement summarises the movements in cash holdings during the year in common with the presentation required for commercial companies, although the statement is of less significance in the Local Authority context.

3.4. There have been some changes to the Code of Practice primarily concerning

the introduction of the Expenditure & Funding Analysis statement. These changes are outlined further in the Accounting Policies section of the Statement of Accounts document.

4. AMENDMENTS TO THE DRAFT FINANCIAL STATEMENTS

- 4.1. During the audit period, the need for certain amendments to the draft financial statements has come to light. These have been presentational errors or alterations to prior year figures to ensure they can be compared on a like for like basis.
- 4.2. None of these amendments have resulted in a change in the overall level of balances available to the Council to finance its ongoing operations.
- 4.3. Any additional amendments after this report was written will be presented to the Committee along with a copy of the changes in the Statement of Accounts.

5. RELATED PARTIES DISCLOSURES

- 5.1 Councillors are asked annually to declare related party transactions as part of the Statement of Accounts process. The external auditor has previously commented, in his reports to your committee, that some members do not return declarations and has asked that procedures be tightened. For 2016/17, at the point of writing this report two members have not submitted declarations of interest. One of the individuals has ceased to be a member. Continued efforts will be made to obtain the remaining declaration and a verbal update will be given at the meeting. The external auditor will again be making reference to this issue in his report to this Committee.

6. LETTER OF REPRESENTATION

- 6.1. The letter of representation is a letter signed by the Director of Finance and approved by the Audit & Risk Committee.
- 6.2. It is designed to give auditors assurance on the information included in the Statement of Accounts and to affirm that the primary responsibility for the content of the Statement of Accounts remains with the Council.

7. ISA 260 Report to those charged with governance

- 7.1. The ISA 260 Report details the conclusions of the external audit and makes any recommendations deemed necessary. Management responses to the recommendations are contained within it.

8. FINANCIAL IMPLICATIONS

- 8.1. The report is exclusively concerned with financial issues.

9. LEGAL IMPLICATIONS

- 9.1. As the report is for noting there are no legal implications arising from the recommendations contained in this report.

Emma Horton, Head of Law (Commercial, Property & Planning)

10. OTHER IMPLICATIONS

<u>OTHER IMPLICATIONS</u>	<u>YES/NO</u>	<u>PARAGRAPH REFERRED</u>
Equal Opportunities	No	
Policy	No	
Sustainable and Environmental	No	
Crime and Disorder	No	
Human Rights / People on low incomes	No	
Corporate Parenting	No	
Health Inequalities Impact	No	

11. BACKGROUND PAPERS

Revenue and capital outturn reports presented the Overview Select Committee on 22nd June 2017.

Closure of Accounts working papers – held in the Accountancy Section

12. CONSULTATIONS

All departments are consulted during the Authority's close down period.

13. AUTHOR

Amy Oliver
Chief Accountant – Corporate Accountancy
X 54 5667

Alison Greenhill
Director of Finance



Statement of Accounts 2016/17



Cover image: Leicester's Victoria Park Gates with a view of the processional route to the Cenotaph following recent improvements made. The gates were donated to the city by Sir Jonathan North and were erected in memory of his wife who died in 1930. Sir Edwin Lutyens, renowned British architect, designed the gates, he is also known for the Cenotaph in Whitehall and the All India War Memorial Arch and Viceroy's Palace, in Delhi.

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SECTION 1 – INTRODUCTORY STATEMENTS

This section includes the Narrative Statement, which gives an introduction to the Statement of Accounts and summary of the Council's financial performance during 2016/17, and financial position at 31st March 2017.

It also contains the Statement of Responsibilities setting out the responsibilities of the Director of Finance and the Audit & Risk Committee in respect of approving the Statement of Accounts.

Following completion of the audit of the Council's accounts, this section includes the auditor's report to the members of Leicester City Council detailing their opinion on the financial statements and the authority's arrangements for securing value for money.

NARRATIVE STATEMENT

1. Introduction

The Statement of Accounts presents the City Council's financial performance for the year 2016/17. The accounts have been prepared on a going concern basis, and in compliance with the Code of Practice on Local Authority Accounting in the UK published by the Chartered Institute of Public Finance and Accountancy.

2. Summary of the year

Revenue spending and delivery of savings

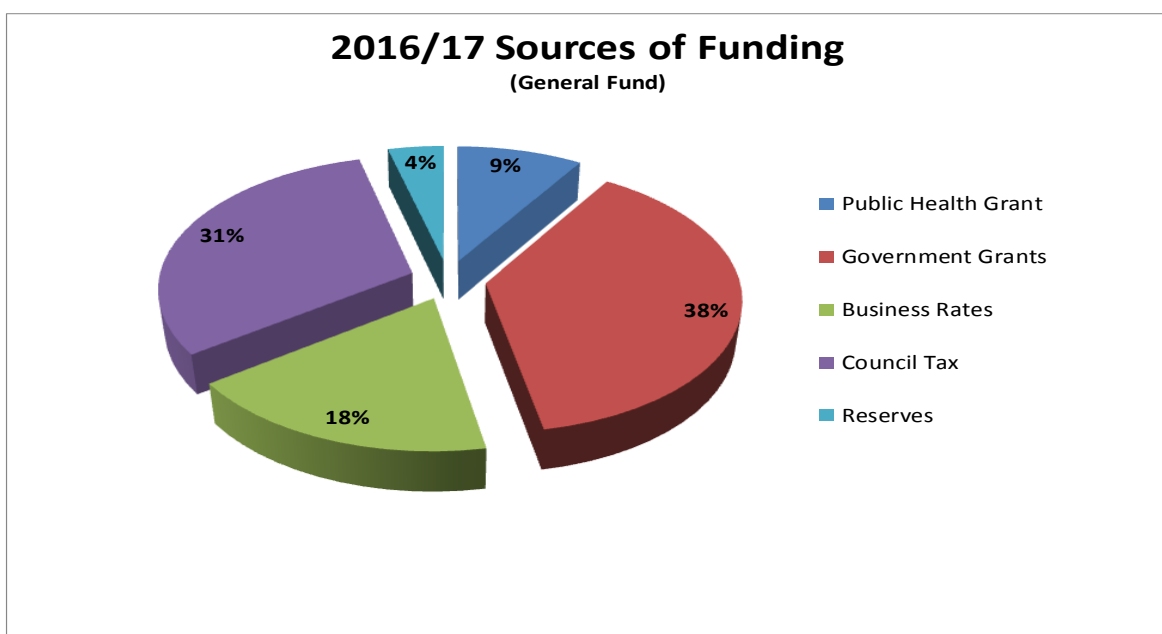
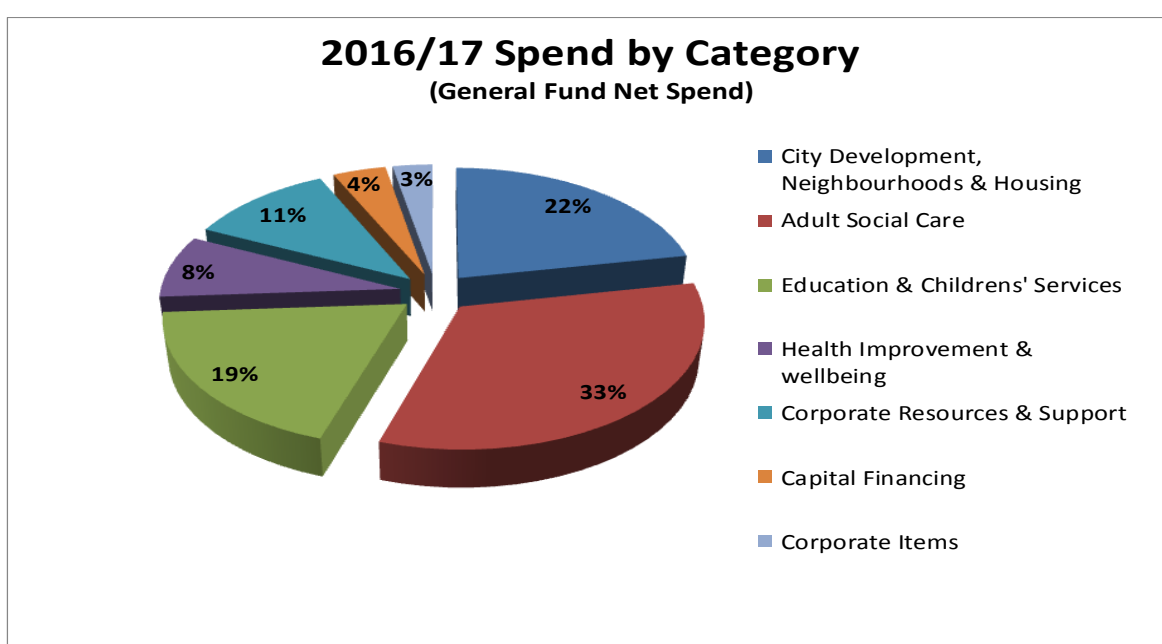
Local government is in the midst of the most substantial funding cuts ever experienced, as a result of the UK Government's programme to reduce the national spending deficit. It is difficult to calculate the amount of grant that the Council has lost due to changes in the system of funding local government but it is estimated that government funding has fallen by £100m per year between 2010/11 and 2016/17, with further reductions planned. Revenue Support Grant fell by £16m in 2016/17 alone. By 2016/17, the Council had made equivalent spending cuts of £100m per year when compared to 2010/11.

The Council is addressing the need to make cuts by a programme of spending reviews, which are seeking savings from a range of service areas. New services are periodically added to the scope of the programme. This approach is complemented by a 'managed reserves strategy' whereby reserves have been consciously increased to buy time to implement future reductions in a planned way.

2015/16 was the last year such an increase was possible. The 2016/17 budget saw these reserves depleted by £22m to support spending.

Following previous years' overspends, significant sums were made available for adults' and children's social care in the 2016/17 budget (£14m and £3m respectively). Continuous demographic and needs led pressures were contained, and both departments spent within budget.

The pie charts below show the proportions of revenue spend for the main General Fund service areas and the finance sources involved.



Capital spending

Capital spending of £97m was incurred in 2016/17, a decrease from the £136m spent in 2015/16. The reduction relates to a number of areas of spend including Building Schools for the Future (BSF) programme, which approaches completion and lower levels of spend on Transport schemes.

Capital Spend 2016-17		
Category	£m	Spend includes;
Planning, Development & Transport	23.7	Waterside Regeneration Area - including Friars Mill, City Centre improvements, highways maintenance, transport improvement works and fleet vehicles
Housing Revenue Account	19.5	Council housing improvements including environmental and communal works.
Schools	13.1	Primary and secondary school expansions, completion of the BSF Secondary school initiative and schools maintenance works
Tourism, Culture & Inward Investment	8.1	Investment loan for St George's Tower, Leicester Market redevelopment, De Montfort Hall and museum improvements and neighbourhood services
Estates & Building Services	7.3	Office accommodation for inward investment / administration and property maintenance
Neighbourhood & Environmental Services	3.1	Victoria Park improvements and public conveniences
Housing General Fund	2.1	Disabled facilities grants, repayable home repair loans and acquisition of empty properties
Other	4.1	Loan to Leicestershire County Cricket Club, IT systems, children's homes
Sub total	81.0	
Leicester & Leicestershire Economic Partnership	16.3	Spend of Local Growth Fund, and other grants - this covers projects in the City & County. Projects within the City include Leicester College Skills & Innovation Village and the Great Central Railway.
TOTAL	97.3	

A total of £31.7m of Local Growth Fund monies were paid out by LLEP. £16m of this sum is included in the main categories of spend above the sub-total in the table.

During the 2016/17 financial year, the Council realised £13m of General Fund capital receipts. These include the sales of Brookside Court, Herrick Lodge and Layton House and capital loan repayments. These will be used to help fund the 2018/19 Capital Programme.

“Right to Buy” receipts from sales of Council dwellings amounted to £17m, an 84% increase on 2015/16. The increase is a direct result of a relaxation to the previous rules introduced by the Government. It is expected that around half of this sum will be ring-fenced for replacement of affordable housing.

Financial investments & cash management

The Council had financial investments amounting to £173m at the end of the year. This is an increase of £21m in line with the overall trend for these balances to grow. Balances change depending on operational cash requirements and were over £230m at times during 2016/17. The general trend of increasing balances arises as the Government now supports all new government funded capital schemes by grant, and government rules dis-incentivise the use of Minimum Revenue Provision to repay actual debt.

The key issue for treasury strategy therefore has been, and will continue to be, the investment of cash balances in an uncertain environment and a changing regulatory framework. The Council's treasury strategy seeks to manage cash and investments to achieve a balance between the rate of return and the security of the investment, with the priority being the security of the investment. In particular, "bail in" rules mean that the Council's deposits could be forcibly restructured if a bank runs into trouble, which requires us to diversify our holdings.

Long-term borrowing

The City Council has some £243m of long term borrowing. Most of this results from a former government regime under which authorities received revenue support for borrowing to undertake capital projects. Support for such projects now takes the form of capital grants.

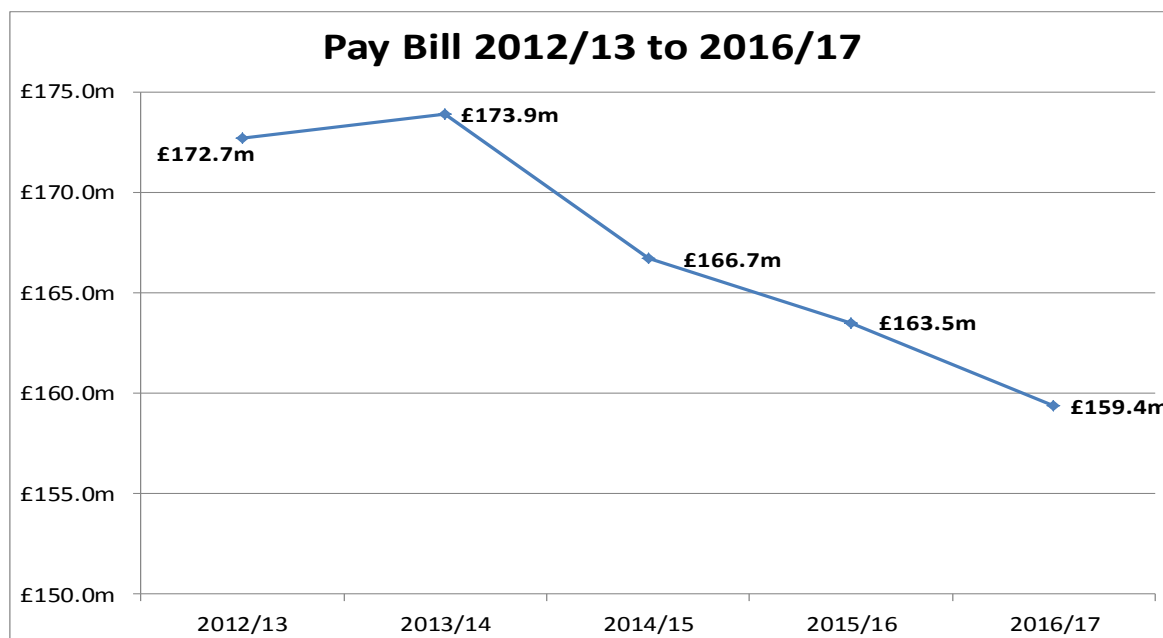
The City Council also has long term liabilities of £89m in the form of PFI schemes for schools, the waste recycling centre and Combined Heat and Power (CHP) infrastructure, and finance leases. The Council receives on-going revenue support for some of the PFI schemes.

Annual collectable debt due

The City Council raises significant volumes of debt for collection during the year from a variety of sources. The main categories are: council tax (£113m), business rates (£105m, of which 49% is retained for use locally), housing rents (£79m), and sundry debts raised on the accounts receivable system (£107m).

Employees:

The table below shows that the Council's pay bill has been falling significantly since 2013/14.

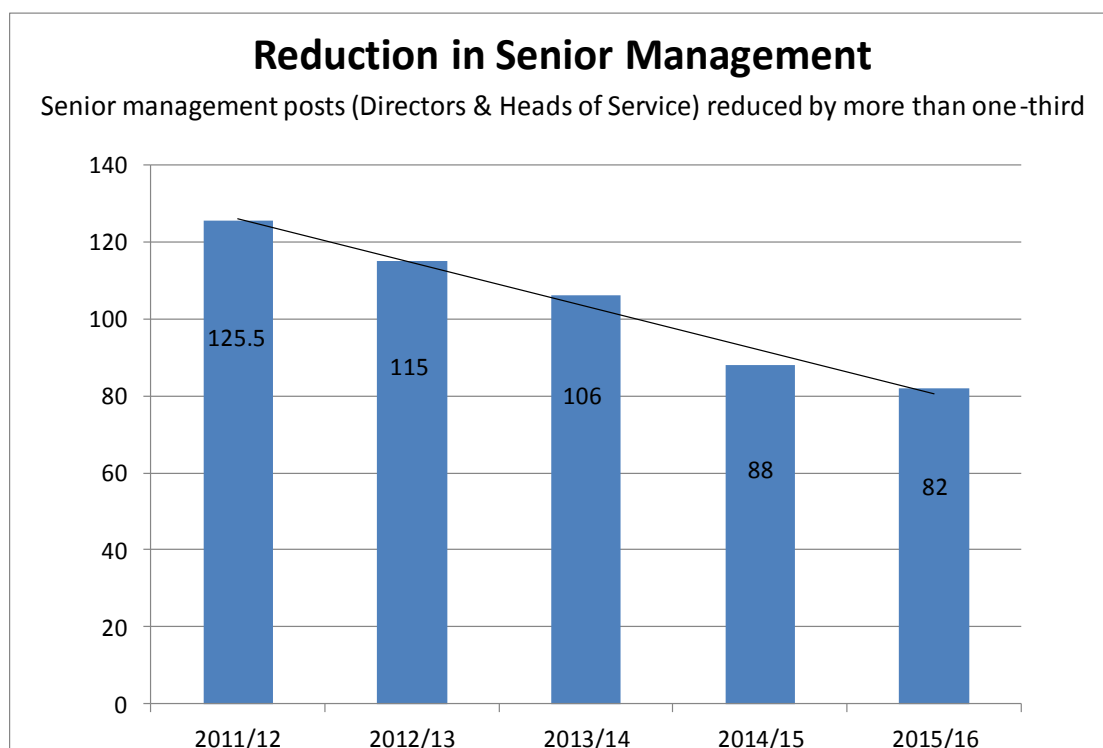


The pay bill excludes the costs of hiring agency staff

There were 14,084 (7,054 non-schools and 7,030 schools) employees being paid by the end of the year.

The Hutton Report on fair pay recommended that local authorities should publish the ratio of top earners to the median earner in the authority (excluding schools' staff and apprentices). At the Council the ratio, based on the top earner's salary of £130,048 and a median salary of £22,658 (as at 1st April 2017) is 5.74:1. The ratio of 5.74:1 has remained unchanged since 2014/15. The ratio has been significantly lower than for neighbouring councils including Nottingham City Council and Coventry City Council, who over the same time period had a ratio of 8:1 or above.

The impact of spending reviews that have taken place over recent years on senior management posts throughout the Council is shown in the graph below:



Land & Property

The City Council had some £2.4bn of land, property, infrastructure and plant and equipment assets on its books as at 31st March 2017. This includes council housing stock (approximately 21,000 dwellings), buildings and land in respect of 74 schools, operational and administrative buildings and surplus land and buildings held for future development or for more immediate disposal.

The Using Buildings Better (UBB) programme commenced in 2015 and is focussed on service needs and delivery rather than the retention of specific buildings. The objectives are to reduce the number of operational buildings, realise revenue savings, generate capital receipts where appropriate, and reduce customer transaction costs through increased use of on-line and phone access by city residents. At the end of 2016/17 some £1.8m of revenue savings had been, or were well in the process of being achieved. Further, near future, savings of approximately £814k have been identified as achievable. More savings are expected as the review rolls out across the city.

The capital programme for 2016/17 covered two years to March 2018. Key projects expected to continue spending in 2017/18 and beyond are the Leicester North West transport scheme, the North City Centre access scheme, and redevelopment of the Waterside (which has now received enterprise zone designation).

3. Reserves

The Council's uncommitted General Fund reserves stood at £15m on 31st March 2017, unchanged from the balance at the end of 2015/16.

The Council holds "earmarked" reserves for specific purposes. These include reserves ring-fenced by law, such as 'schools' balances' (£14.5m) which can only be spent by individual schools and funds committed for future purposes, such as monies required for service transformation to enable on-going revenue savings to be achieved (£7.3m). Other funds include monies received from the NHS for joint projects, and money to pay for capital works. Most significantly for planning purposes, earmarked reserves include money set aside for the managed reserves strategy, which reduced from £46m to £27.5m.

At the year end earmarked reserves stood at £172m. This represents an underlying decline of around £18.3m in the year. It is expected that earmarked reserves will reduce further from 2017/18 as investment is made in transforming services to meet reduced ongoing budgets, in addition to the planned drawdown of reserves in the Council's budget strategy.

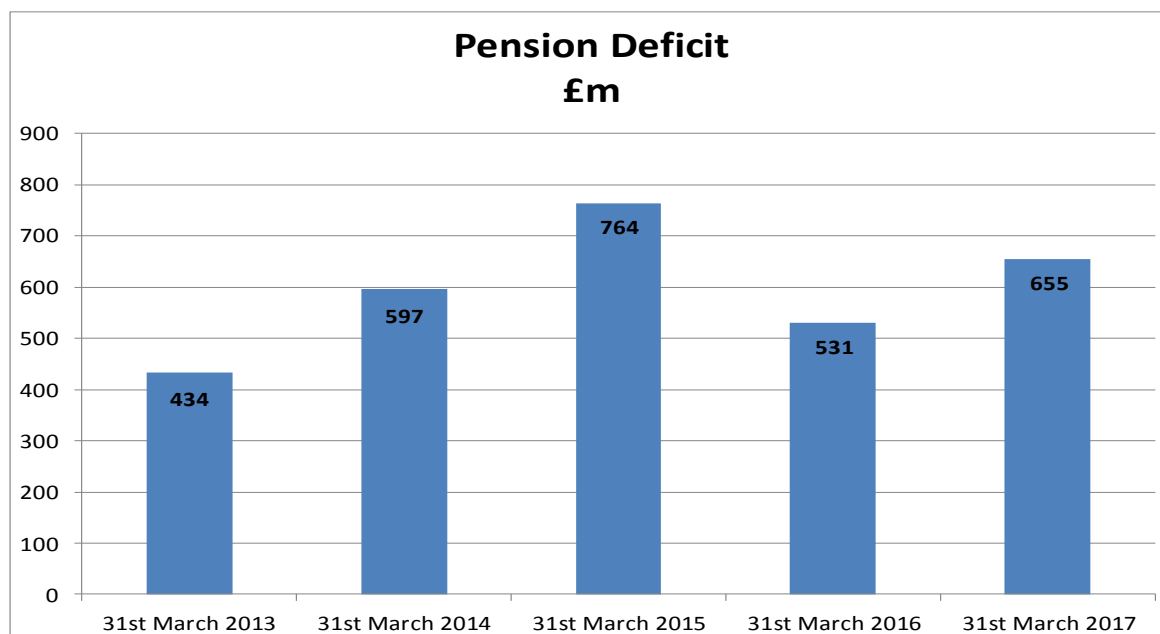
The Council's usable reserves increased in overall terms by £3.6m. This reflects the impact of the HRA surplus for 2016/17 of £5.8m and of capital receipts generated of £30m (of which £17m was for the sale of council dwellings, under the Right to Buy scheme).

4. Pensions

The Council is a member of the Leicestershire local authority pension scheme, a defined benefit scheme managed by Leicestershire County Council. In common with most such schemes, the Council's share of the pension fund shows a significant deficit (£655m). This represents the difference between expected investment returns and the cost of providing benefits to scheme members which have been earned to date.

The size of the deficit has increased by £125m in the year. Variations between years will occur, principally due to the impact of changes in assumptions made by the scheme actuaries about the growth of future liabilities and the rates of return on the fund's investments.

The graph below illustrates the volatility that can occur on a year-by-year basis because of these changes, and, hence the limited context in which annual movements should be viewed.



The underlying position of the fund remains a substantial deficit that will have an increasing financial impact on the Council over the medium to long-term. The deficit has no immediate impact on the revenue budget, but will be a factor in calculating employers' contributions from 2017/18 following the next actuarial valuation of the fund. Prudent assumptions on employers' contributions have been included in the Council's financial strategy.

Full accounts of the Leicestershire scheme can be found at: <http://www.leics.gov.uk/pensions.htm>

5. Service Improvement

Adult Social Care (ASC) has the highest net budget in the Council's General Fund. Six strategic priorities were set for 2016/17 which were based around:

- a) Improving and developing services to support more older people to remain at home, to increase opportunities for those of working age to live independently in a home of their own, and to support young people with care and support needs as they move into adulthood.
- b) Improving the experience for all ASC clients whether they are supported directly by Council staff or via commissioned services provided by third parties.

Key Performance Indicators were devised to measure progress against these priorities. In overall terms significant progress has been made since 2015/16. Customer satisfaction levels have either improved or remained at high levels and the number of staff commendations made has increased by 60% from 2015/16.

Education and Children's Services is the third highest net budget in the Council's General Fund. It also oversees funding for education and schools through the Dedicated Schools Grant.

The 2015 Ofsted Inspection identified a range of serious weaknesses (see section 7 for inclusion of this matter in the Annual Governance Statement). Following the inspection, an extensive improvement programme was put in place to make sure children were safe and to address the immediate and urgent actions from Ofsted's findings.

Between August 2015 and May 2017, Ofsted made seven monitoring visits, taking deep dive audits in areas relating to the Ofsted recommendations. The Department for Education has undertaken six monthly and yearly reviews of progress.

The Council has a strong and demonstrable track record of service improvement since 2016, affirmed by external review by the Department of Education and Ofsted.

The vision of the Council states that "by 2020 Leicester's Education and Children's Services will be a professional, dynamic and forward thinking service working with partners to provide the best quality experiences for children and young people to be safe, learn, achieve and grow."

This will be achieved through specific key actions for which a robust matrix of monthly and quarterly performance indicators and measures are reviewed to monitor progress and impact and drive improvement. The 'voice of the child' is integral to customer interactions. Significant improvement has been made in the previous year across a number of these measures and progress has been recognised through external reviews and inspection.

Complaints

The Council is statutorily required to have procedures in place to properly consider complaints and representations for children's and adults' social care services. Complaints received in respect of other services are handled via the Council's (non-statutory) corporate complaints procedure.

A revised **corporate complaints** procedure commenced at the beginning of April 2016.

In total, 1,939 complaints were received in 2016/17, of which 1,555 had to be fully investigated under the procedure. The total of 1,939 complaints compares to 2,580 cases received in 2015/16.

55% of the complaints investigated were held to be either partially or wholly justified. This compares to 51% in 2015/16.

In overall terms therefore, the number of complaints received was significantly lower than for 2015/16 but a slightly higher percentage was found to be justified.

The highest proportion of cases involved the quality and/or speed of service received. Council policies and procedures, and staff attitude and behaviour accounted for the other significant proportions of cases.

Housing Repairs and Council Tax were the service areas where the highest number of corporate complaints were received. Housing repairs complaints reduced by 41% to 423 from 716 complaints in the previous year. The complaints team identified a number of service improvements which the division is actively working on. Council tax complaints reduced by 25% to 190 in 2016/17 from 253 in 2015/16, 20% of which were found to be justified.

For **Adult Social Care complaints** a two stage process is employed, with the focus on in-house resolution at stage one and the involvement of the Local Government Ombudsman at stage two.

In total, 92 statutory complaints were considered in 2016/17, an increase of 14% compared to 81 complaints received in the previous year. 42% of the complaints were either partially or fully upheld, compared to 33% in 2015/16. The largest proportion of complaints received were made in relation to service users within the 18-64 year age group.

The three main reasons for Adult Social Care complaints received in the last year were in relation to challenging practice decisions, staff attitude/behaviour and failure to undertake tasks.

Further to the complaints that are considered, a number of departmental actions are followed to make sure that any learning points are highlighted and measures taken to avoid further repetition.

Under the complaints procedure, commendations are also received and noted. A significant increase of 59% was recorded in 2016/17, with 252 commendations being received.

The **Children's Social Care complaints** procedure has 3 stages – local resolution, an independent investigation and an independent review panel. Complainants who remain dissatisfied after exhausting the 3 stages may approach the Local Government Ombudsman.

During 2016/17, 104 complaints suitable to be considered through the statutory process were received. This is an increase of 17% on 2015/16.

The statutory timescale for responding to a stage 1 complaint is 20 working days. 93% of stage 1 complaints were responded to within statutory timescales this year compared to 45% last year and 53% in 2014/15. An average of 13 days to respond to stage 1 complaints was taken compared to 34 in 2015/16. 22 complaints (21%) were made directly by children or young people. The rest were received by other people defined within legislation as 'eligible' to complain.

The 2 most common areas of complaint were challenging a practice decision and poor communication.

The Council is currently focussing on identifying learning points from complaints and using these to improve the service.

6. Future Issues and Conclusions

The Council will need to make further cost savings, as Revenue Support Grant falls from £62m in 2016/17 to a provisional £28m in 2019/20. The Council's current budget strategy aims to manage spending within the planned level of resources. The effects of the vote to leave the European Union and the general election on the Council's financial position are unclear, though at present there is no indication of any change to the planned levels of Government funding in the last settlement.

The Council has joined with Leicestershire County Council and other authorities in the region to propose the creation of a combined authority as part of the Government's local devolution agenda. The creation of a new authority will be in addition to the Council's existing structures and governance but will add new responsibilities in the areas of transport and economic development.

There is significant uncertainty around the position of services and assets related to schools over the coming years. In the 2016 Budget, the Government announced that it would push for compulsory conversion to academy status for all schools in England. This would result in the transfer of a large proportion of the Council's assets to other bodies as well as changes to operational responsibilities. The position has become less clear following political events during 2016 and 2017. Whilst the position around compulsory transfers remains unclear, it is possible that assets of a significant value will continue to transfer over the coming years in line with current trends.

In conclusion this narrative section highlights that:

The Council will have to operate within a continually reducing revenue budget envelope for the immediate future. The longer term position is more difficult to predict and will be significantly influenced by the outcomes of Brexit negotiations with the European Union and the consequent impact on the economy. With continuing demographic and needs led pressures, managing within its means, whilst providing good quality services will remain the primary challenge for the Council.

The Council will need to continue to work to ensure that it uses its cash and fixed asset resources in the most efficient and effective way possible. This will be important in maximising available resources whilst operating within prudent financial disciplines.

Staff resources have been reducing steadily over recent years as service reviews have sought to save money. It will be important to continually find better ways of working whilst maintaining, and where possible improving, the quality of services provided.

7. Structure of the Statement of Accounts and Core Accounting Statements

This Statement of Accounts aims to assist readers in gaining a thorough understanding of the Council's financial position. It is divided into discrete sections that provide readers with different kinds of information:

Core accounting statements provide an overview of the financial position at 31st March 2017 and financial performance in the 2016/17 year. The statements comprise the **Movement in Reserves Statement**, the **Comprehensive Income and Expenditure Statement**, the **Balance Sheet** and the **Cash Flow Statement**. Alongside these core statements sits the new **Expenditure and Funding Analysis**.

Users wishing to see the clearest overall view of the change in the Council's resources in the year are directed to the Expenditure and Funding Analysis and the Movement in Reserves Statement.

A number of **notes to the accounts** provide information supporting and expanding the core statements, and a range of additional disclosures. These notes are grouped so that, as far as possible, items are presented in close proximity to other relevant information

Two **supplementary accounting statements** are included in these accounts.

- The **Housing Revenue Account (HRA)** is a statutory ring-fenced account relating to the provision of rented social housing. The Movement in HRA Income and Expenditure Statement shows a surplus of £6m.
- The **Collection Fund** records all income and expenditure in relation to council tax and non-domestic (business) rates. This account shows an overall year-end surplus for 2016/17 of £8.8m.

The **Annual Governance Statement** provides an overview of the Council's key governance arrangements and updates readers on the conclusions of the annual review of these, including any changes and improvements that are being made.

8. Accounting Policies and Other Significant Changes

The Council's accounting policies set out how it applied the Code of Practice in areas where there is scope for interpretation or different judgements.

Only minor amendments have been made to the 2016/17 accounting policies. These are aimed at providing users with greater clarity.

The Council's accounting policies, and details of changes to these in the year, are set out in section 6 of this Statement of Accounts and can be used to aid understanding of the financial position presented.

STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS

The Council's Responsibilities

The Council is required to:

- Make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this council, that officer is the Director of Finance.
- Manage its affairs so as to secure economic, efficient and effective use of resources and safeguard its assets.
- Approve the Statement of Accounts.

These accounts were approved at a meeting of the Audit & Risk Committee on the

.....2017.

CllrDate

The Director of Finance's Responsibilities

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

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

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

The Director of Finance has also:

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

I certify that the Statement of Accounts has been prepared in accordance with proper practices and presents a true and fair view of the financial position of the City Council and its income and expenditure for the year ended 31st March 2017.

Signed:

Alison Greenhill CPFA, Director of Finance

Date:.....

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report for final version of accounts**

SECTION 2 – CORE FINANCIAL STATEMENTS

In accordance with the Code of Practice, there are five core financial statements:

The **Expenditure and Funding Analysis** presents the council's expenditure and income, as it is managed in practice and compares this with the presentation required for purposes of generally accepted accounting practice. It also shows how this expenditure is allocated for decision making purposes between the Council's Divisions. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

The **Movement in Reserves Statement** shows the movement in the year on the different reserves held by the Council, analysed into "usable reserves" (those that can be applied to fund expenditure or reduce local taxation) and unusable reserves which contain items that illustrate the difference between the Council's financial position under accounting standards (the "accounting basis") and the amount charged to the taxpayer for the year (the "funding basis").

The accounting basis and the funding basis serve two purposes. The accounting basis exists to ensure that the Council presents the most reliable financial position in respect of its underlying assets, liabilities, income and expenditure in accordance with International Financial Reporting Standards.

The funding basis is derived from legislation – the Council is obliged by law to set its budget and raise Council Tax on this basis. It exists to insulate the taxpayer from the volatility that can be caused by the impact of accounting adjustments on the bottom line. Whilst these adjustments are important to reflect changes in circumstances in, for example, the pension liability or the value of property assets, these movements do not have an immediate impact on the level of resource that can be spent on public services or the level of taxation required to support them.

A reconciliation of the movements between the accounting and funding basis is provided at Note 6.

The Movement in Reserves Statement shows that the Council's total usable reserves increased by £3.6m in 2016/17. The Housing Revenue Account (HRA) working balance increased by £5.8m, and total general fund earmarked reserves decreased by £18.3m.

The Council's General Fund balance (the uncommitted monies held to support day-to-day operations and manage unexpected events) remained unchanged from the previous year at £15m.

The **Comprehensive Income and Expenditure Statement** shows the Council's actual financial performance for the year on the accounting basis, measured in terms of the resources consumed and generated over the financial period under the relevant accounting standards. This statement is prepared on the accounting basis and shows a surplus in 2016/17 of £16k.

The Net Cost of Services is now reported to mirror the Council's financial reporting to members, which is a move away from the previous SeRCOP reporting requirement.

Total comprehensive income and expenditure includes various transactions which illustrate aspects of the Council's financial position but do not impact on the 'bottom line' amounts chargeable to taxpayers, in particular losses on the revaluation of pension liabilities (£108m) and gains on revaluation of property assets (£49m) A material reversal of prior year impairment relating to the HRA is highlighted in this statement in Net Cost of Services.

The **Balance Sheet** shows the Council's assets and liabilities.

The top of the Balance Sheet shows the Council's net assets. Assets include property, plant & equipment, intangible assets, amounts owed to the Council and the Council's cash and financial investments. Liabilities include amounts owed by the Council (including conditional funding received), provisions made in respect of future events (see Note 15), the Council's borrowing and the deficit on the Council's pension fund.

The bottom of the Balance Sheet shows how the Council's net assets are financed by reserves, which are divided into usable and unusable reserves. More information on these reserves is given in Notes 2, 3 & 5, and the change in the level of reserves is reconciled in the Movement in Reserves Statement, as outlined above.

The **Cash Flow Statement** shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council are funded by way of taxation and grant income or from the recipients of services provided by the Council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council's future service delivery.

Expenditure and Funding Analysis 2016/17

2016/17	Net Expenditure Charged to the HRA & General Fund Balance	Adjustments Between Accounting & Funding Basis	Net Expenditure on the Comprehensive Income & Expenditure Statement
	£000	£000	£000
City Development & Neighbourhoods	42,764	103,943	146,707
Housing Revenue Account (HRA)	(14,080)	6,861	(7,219)
Adult Social Care	104,364	6,999	111,363
Health Improvement & Wellbeing	(4,914)	196	(4,718)
Education & Children's Services	70,595	40,669	111,264
Corporate Resources & Support	37,830	(6,630)	31,200
Housing Benefits	(962)	-	(962)
Corporate Items	26,350	(37,308)	(10,958)
Capital Financing	(511)	-	(511)
Housing Revenue Account - Reversal of Prior Year Impairments	-	(213,329)	(213,329)
Cost of Services	261,436	(98,599)	162,837
Other Operating Expenditure	1,756	40,093	41,849
Financing and Investment Income and Expenditure	10,224	28,098	38,322
Taxation and Non-Specific Grant Income	(260,867)	(41,315)	(302,182)
(Surplus) or Deficit on Provision of Services	12,549	(71,723)	(59,174)

Movement in Balances	General Fund	HRA	Total
Opening Balance	(15,000)	(17,551)	(32,551)
Surplus or Deficit in the Year	18,346	(5,797)	12,549
Net Transfers to/from Earmarked Reserves (General Fund only)	(18,346)		(18,346)
Closing Balance	(15,000)	(23,348)	(38,348)

Expenditure and Funding Analysis 2015/16

2015/16	Net Expenditure Charged to the HRA & General Fund Balance	Adjustments Between Accounting & Funding Basis	Net Expenditure on the Comprehensive Income & Expenditure Statement
	£000	£000	£000
City Development & Neighbourhoods	59,543	59,083	118,626
Housing Revenue Account (HRA)	(13,118)	(42,554)	(55,672)
Adult Social Care	86,264	4,258	90,522
Health Improvement & Wellbeing	2,119	(20)	2,099
Education & Children's Services	54,142	62,804	116,946
Corporate Resources & Support	31,574	2,095	33,669
Housing Benefits	2,340	-	2,340
Corporate Items	2,696	(8,543)	(5,847)
Capital Financing	23,368	(23,852)	(484)
Cost of Services	248,928	53,271	302,199
Other Operating Expenditure	831	46,376	47,207
Financing and Investment Income and Expenditure	19,762	25,257	45,019
Taxation and Non-Specific Grant Income	(274,911)	(39,490)	(314,401)
(Surplus) or Deficit on Provision of Services	(5,390)	85,414	80,024

Movement in Balances	General Fund	HRA	Total
Opening Balance	(15,000)	(16,108)	(31,108)
Surplus or Deficit in the Year	(3,948)	(1,443)	(5,391)
Net Transfers to/from Earmarked Reserves (General Fund only)	3,948	-	3,948
Closing Balance	(15,000)	(17,551)	(32,551)

Movement in Reserves Statement 2016/17

2016/17	Note	General Fund Balance	Ear-marked Reserves	Housing Revenue Account	Major Repairs Reserve	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Authority Reserves
		£000	£000	£000	£000	£000	£000	£000	£000	£000
Balance at 31st March 2016 brought forward		(15,000)	(190,021)	(17,551)	(1,200)	(28,014)	(41,584)	(293,370)	(1,157,915)	(1,451,285)
Total Comprehensive Expenditure and Income		144,701	-	(203,875)	-	-	-	(59,174)	59,158	(16)
Adjustments between accounting basis & Funding basis under regulation	6	(126,355)	-	198,078	-	(26,936)	10,828	55,615	(55,615)	-
Transfers to/(from) Earmarked Reserves	3	(18,346)	18,346	-	-	-	-	-	-	-
Balance at 31st March 2017 carried forward		(15,000)	(171,675)	(23,348)	(1,200)	(54,950)	(30,756)	(296,929)	(1,154,372)	(1,451,301)

Movement in Reserves Statement 2015/16

2015/16	Note	General Fund Balance	Ear-marked Reserves	Housing Revenue Account	Major Repairs Reserve	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Authority Reserves
		£000	£000	£000	£000	£000	£000	£000	£000	£000
Balance at 31st March 2015 brought forward		(15,000)	(186,073)	(16,108)	(1,200)	(20,461)	(57,509)	(296,351)	(805,565)	(1,101,916)
Total Comprehensive Expenditure and Income		124,021	-	(43,997)	-	-	-	80,024	(429,393)	(349,369)
Adjustments between accounting basis & Funding basis under regulation	6	(127,969)	-	42,554	-	(7,553)	15,925	(77,043)	77,043	-
Transfers to/(from) Earmarked Reserves	3	3,948	(3,948)	-	-	-	-	-	-	-
Balance at 31st March 2016 carried forward		(15,000)	(190,021)	(17,551)	(1,200)	(28,014)	(41,584)	(293,370)	(1,157,915)	(1,451,285)

Comprehensive Income & Expenditure Statement

2015/16				2016/17			
Gross Exp £000	Income £000	Net Exp £000		Note	Gross Exp £000	Income £000	Net Exp £000
192,595	(73,969)	118,626	City Development & Neighbourhoods		218,275	(71,568)	146,707
30,249	(85,921)	(55,672)	Housing Revenue Account (HRA)		77,653	(84,872)	(7,219)
136,937	(46,415)	90,522	Adult Social Care		154,883	(43,520)	111,363
26,644	(24,545)	2,099	Health Improvement & Wellbeing		29,008	(33,726)	(4,718)
479,326	(362,380)	116,946	Education & Children's Services		461,289	(350,025)	111,264
43,312	(9,643)	33,669	Corporate Resources & Support		40,001	(8,801)	31,200
137,604	(135,264)	2,340	Housing Benefits		128,740	(129,702)	(962)
213	(6,060)	(5,847)	Corporate Items		(5,167)	(5,791)	(10,958)
33	(517)	(484)	Capital Financing		34	(545)	(511)
-	-	-	Housing Revenue Account - Reversal of prior year impairments *	26	(213,329)	-	(213,329)
1,046,913	(744,714)	302,199	Cost of Services	21	891,387	(728,550)	162,837
		47,207	Other Operating Expenditure	23			41,849
		45,019	Financing and Investment Income and Expenditure	24			38,322
		(314,401)	Taxation and Non-Specific Grant Income	25			(302,182)
		-					
		80,024	(Surplus) or Deficit on Provision of Services				(59,174)
		(157,700)	Surplus or Deficit on Revaluation of Property, Plant and Equipment Assets	5			(48,705)
		(271,693)	Remeasurement of the Net Defined Benefit Liability	12			107,863
		(429,393)	Other Comprehensive Income & Expenditure				59,158
		(349,369)	Total Comprehensive Income & Expenditure				(16)

*Reversal of prior year impairment of HRA assets, resulting from an upward revaluation of the Council housing stock during 2016/17. This is detailed in Note 26 (Material Items of Income and Expense) to the Accounts.

Balance Sheet

31st March 2016 £000		Note	31st March 2017 £000
2,143,793	Property, Plant & Equipment	33	2,253,458
109,016	Heritage Assets	36	109,053
1,202	Intangible Assets	35	2,627
24,785	Long Term Investments	43	4,990
5,873	Long Term Debtors	46	9,855
2,284,669	Long Term Assets		2,379,983
127,351	Short Term Investments	43	168,026
10,073	Assets Held For Sale (<1 year)	37	14,582
2,810	Inventories	45	2,423
61,130	Short Term Debtors	46	50,242
14,123	Cash and Cash Equivalents	48	18,336
215,487	Current Assets		253,609
(3,468)	Short Term Borrowing	43	(10,292)
(133,715)	Short Term Creditors	47	(133,445)
(4,640)	Provisions (<1 year)	15	(4,467)
(141,823)	Current Liabilities		(148,204)
(10,001)	Provisions (>1 year)	15	(7,792)
(243,096)	Long Term Borrowing	43	(243,063)
(650,053)	Other Long Term Liabilities	43	(770,227)
(3,898)	Capital Grants Receipts in Advance	27	(13,005)
(907,048)	Long Term Liabilities		(1,034,087)
1,451,285	Net Assets		1,451,301
	<u>Represented by:</u>		
293,370	Usable Reserves	2	296,929
1,157,915	Unusable Reserves	5	1,154,372
1,451,285	Total Reserves		1,451,301

Cash Flow Statement

2015/16 £000		Note	2016/17 £000
(80,024)	Net surplus or (deficit) on the provision of services		59,174
179,188	Adjustments to net surplus or deficit on the provision of services for non-cash movements	49	50,846
(82,937)	Adjustments for items included in the net surplus or deficit on the provision of services that are investing or financing activities	49	(85,665)
16,227	Net cash flows from Operating Activities		24,355
(30,082)	Net cash flows from Investing Activities	50	(22,667)
(5,167)	Net cash flows from Financing Activities	51	2,525
(19,022)	Net increase or (decrease) in cash and cash equivalents		4,213
33,145	Cash (in hand), overdraft and cash equivalents at the beginning of the reporting period		14,123
14,123	Cash (in hand), overdraft and cash equivalents at the end of the reporting period	48	18,336

SECTION 3 – NOTES TO THE CORE FINANCIAL STATEMENTS

Notes Relating to the Council’s Overall Financial Position

The notes in this section give further information on the Council’s overall financial position by detailing:

- The Council’s usable reserves, including earmarked reserves
- The Council’s capital expenditure in the year, and the sources of finance used to support it
- The unusable reserves and adjustments that are required to comply with statutory accounting requirements for local government

They will help users understand the resources the Council has to support future revenue and capital expenditure, and the change in these resources over 2016/17. Additionally, they detail important aspects of the Council’s financial position which are reflected (under statutory requirements) in the unusable reserves, including pension liabilities and gains on the revaluation of property.

1. Authorisation of Accounts

This Statement of Accounts was authorised for presentation on the 28th September 2017 by Alison Greenhill CPFA, Director of Finance and s151 Officer. All events up to and including 28th September 2017 have been considered in these accounts.

2. Usable Reserves

Movements in the Council’s usable reserves are detailed in the table below, which indicates the statement or note that provides further detail.

	Opening Balance £000	Movement £000	Closing Balance £000	Supporting Note
General Fund	(15,000)	-	(15,000)	MIRS and Narrative Statement
Earmarked Reserves	(190,021)	18,346	(171,675)	Note 3 and Narrative Statement
Housing Revenue Account	(17,551)	(5,797)	(23,348)	HRA Statements and Notes
Major Repairs Reserve	(1,200)	-	(1,200)	Note 6 and HRA Note 13
Capital Receipts Reserve	(28,014)	(26,936)	(54,950)	Note 6
Capital Grants Unapplied Reserve	(41,584)	10,828	(30,756)	Note 6
Total Usable Reserves	(293,370)	(3,559)	(296,929)	

3. Earmarked Reserves

Earmarked reserves are amounts set aside to provide financing for future expenditure plans. The table below provides a list of reserves held by the Council. Key earmarked reserves include:

Schools' Revenue Balances

The amount of money held in this reserve has decreased from £19.6m to £14.5m following this year's outturn. This money is, by law, ring fenced to individual schools.

Budget Strategy – Managed Reserves Fund

This reserve holds funds set aside by the Council as part of its Managed Reserves budget strategy. These funds will be used to support the revenue budget in future years; whilst the Council's ongoing service reviews deliver required savings.

Building Schools for the Future (BSF)

This reserve was set up in January 2007 to meet the capital financing costs associated with the BSF programme.

Dedicated Schools Grant (DSG) not delegated to schools

This amount comprises £14.2m of ring-fenced school reserves which are not devolved to schools. These monies are ring-fenced to the schools block and not available for general spending. In addition, the department holds £1.0m of reserves to assist with managing future spending pressures.

Capital Programme Reserve

This reserve includes amounts set aside from revenue and is fully committed to support the capital programme of expenditure.

NHS Joint Working Projects

This reserve was set up in 2011/12 and stands at £1.8m as at year end. The Government provided money (via the NHS) for joint working between adult social care and the NHS. The use of this funding has to be agreed with the NHS and will be used for on-going projects. All funds directed in this way are subject to section 256 agreements which need to be signed by both parties.

Severance Fund

This reserve exists to meet the redundancy and other severance costs arising as the Council adapts to the planned reductions in government funding over future financial years.

The breakdown of Earmarked Reserves has been restated to reflect the headings reported to management.

3. Earmarked Reserves continued

2016/17	Restated Balance at 31st March 2016 £000	Transfers In 2016/17 £000	Transfers Out 2016/17 £000	Balance at 31st March 2017 £000
Ring-fenced Reserves				
DSG not delegated to schools	16,705	-	(2,500)	14,205
School Balances	19,583	3,022	(8,131)	14,474
School Capital Fund	2,829	561	(397)	2,993
NHS Joint Working Projects	5,275	-	(3,506)	1,769
Public Health Transformation	-	1,668	-	1,668
Schools Buy Back	923	1,122	(1,274)	771
Secondary PRU - Year End Balance	175	38	-	213
Primary PRU - Year End Balance	71	-	(77)	(6)
Total Ring-fenced Reserves	45,561	6,411	(15,885)	36,087
Corporate Reserves				
Capital Programme Reserve	17,125	22,948	(2,575)	37,498
Managed Reserves Strategy	45,850	5,123	(23,477)	27,496
BSF Financing	24,812	1,075	(7,292)	18,595
Severance Fund	8,094	5,000	(2,062)	11,032
Service Transformation Fund	6,135	3,750	(2,584)	7,301
Insurance Fund	11,121	3,876	(8,333)	6,664
Welfare Reform Reserve	4,533	285	(741)	4,077
Other Corporate Reserves	2,249	262	(358)	2,153
Total Corporate Reserves	119,919	42,319	(47,422)	114,816
Earmarked Reserves Departmental				
Other Resources	3,017	2,763	(1,966)	3,814
Financial Services Reserve	2,837	1,127	(617)	3,347
ICT Development Fund	2,156	900	(97)	2,959
Channel Shift Reserve	1,702	500	(554)	1,648
Voluntary Sector Prospective Work	-	1,500	-	1,500
PC Replacement Fund	939	358	-	1,297
Housing	1,366	300	(487)	1,179
City Development (Excl Housing)	3,085	3,480	(5,473)	1,092
Election Fund	1,020	-	-	1,020
Children's Services	5,004	-	(4,048)	956
Surplus Property Disposal Reserve	1,000	-	(88)	912
Public Health	1,730	300	(1,294)	736
Adults General Reserve	685	331	(704)	312
Total Other Reserves	24,541	11,559	(15,328)	20,772
Total Earmarked Reserves	190,021	60,289	(78,635)	171,675

3. Earmarked Reserves continued

2015/16	Restated Balance at 31st March 2015 £000	Transfers In 2015/16 £000	Transfers Out 2015/16 £000	Restated Balance at 31st March 2016 £000
Ring-fenced Reserves				
DSG not delegated to schools	19,803	-	(3,098)	16,705
School Balances	18,518	4,488	(3,423)	19,583
School Capital Fund	3,632	277	(1,080)	2,829
NHS Joint Working Projects	5,801	122	(648)	5,275
Public Health Transformation	-	-	-	-
Schools Buy Back	1,014	1,454	(1,545)	923
Secondary PRU - Year End Balance	80	95	-	175
Primary PRU - Year End Balance	106	-	(35)	71
Total Ring-fenced Reserves	48,954	6,436	(9,829)	45,561
Corporate Reserves				
Capital Programme Reserve	15,793	12,584	(11,252)	17,125
Managed Reserves Strategy	34,031	11,819	-	45,850
BSF Financing	24,317	1,660	(1,165)	24,812
Severance Fund	10,495	-	(2,401)	8,094
Service Transformation Fund	7,086	-	(951)	6,135
Insurance Fund	8,813	9,058	(6,750)	11,121
Welfare Reform Reserve	5,027	1,486	(1,980)	4,533
Other Corporate Reserves	2,862	784	(1,397)	2,249
Total Corporate Reserves	108,424	37,391	(25,896)	119,919
Earmarked Reserves Departmental				
Other Resources	3,528	1,532	(2,043)	3,017
Financial Services Reserve	2,891	2,968	(3,022)	2,837
ICT Development Fund	836	1,560	(240)	2,156
Channel Shift Reserve	2,000	-	(298)	1,702
Voluntary Sector Prospective Work	-	-	-	-
PC Replacement Fund	685	254	-	939
Housing	1,689	303	(626)	1,366
City Development (Excl Housing)	5,633	3,008	(5,556)	3,085
Election Fund	400	1,128	(508)	1,020
Children's Services	5,525	128	(649)	5,004
Surplus Property Disposal Reserve	1,000	-	-	1,000
Public Health	1,430	350	(50)	1,730
Adults General Reserve	3,078	2,000	(4,393)	685
Total Other Reserves	28,695	13,231	(17,385)	24,541
Total Earmarked Reserves	186,073	57,058	(53,110)	190,021

4. 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/PPP contracts), together with the resources that have been used to finance it.

This note also illustrates the Council's Capital Financing Requirement (CFR). The CFR represents the total underlying borrowing required to finance the Council's assets. There are two key points to note about this borrowing:

- Most borrowing used to finance capital expenditure was incurred prior to 2010, when the standard model in local government entailed borrowing funded by central government over the life of the loan. Since 2010, government has provided grant funding up front to support all government funded capital expenditure. Borrowing is now only undertaken to support schemes that deliver revenue savings sufficient to repay the debt
- New borrowing does not necessarily represent external loans taken out, but is generally financed by the Council's free cash flows. This minimises the cost of external borrowing to the Council

Where capital expenditure is not financed by grant or revenue, the expenditure results in an increase in the Capital Financing Requirement (CFR). Increases in the CFR result in higher levels of Minimum Revenue Provision (MRP) charged to the revenue budget in future years. The Council's policy for the calculation of MRP is set out in its annual budget setting report presented to Council.

	Restated 2015/16 £000	2016/17 £000
Opening Capital Financing Requirement	591,127	586,366
Capital Investment		
Property, Plant and Equipment	99,454	67,616
Intangible Assets	309	1,785
Heritage Assets	977	379
Revenue Expenditure Funded from Capital Under Statute	25,445	21,897
Capital Loans Expenditure	8,246	6,716
Sources of Finance		
Capital Receipts	(9,256)	(1,270)
Government Grants & Other Contributions	(79,093)	(66,037)
Sums set aside from revenue:		
Direct Revenue Contributions	(31,174)	(21,525)
(MRP/Loans Fund Principal)	(19,669)	(19,012)
Closing Capital Financing Requirement	586,366	576,915
Increase/(Decrease) in underlying need to borrowing	(2,423)	(9,963)
HRA CFR adjustment	(8,311)	(190)
Assets acquired under Finance Leases	5,973	561
Assets acquired under PFI contracts	-	141
Increase/(Decrease) in Capital Financing Requirement	(4,761)	(9,451)

5. Unusable Reserves

	31st March 2016 £000	31st March 2017 £000
Revaluation Reserve	(572,533)	(574,637)
Capital Adjustment Account	(1,121,704)	(1,238,918)
Financial Instruments Adjustment Account	(667)	(86)
Deferred Capital Receipts Reserve	(1,409)	(1,377)
Pensions Reserve	530,775	655,450
Collection Fund Adjustment Account	1,661	(1,466)
Accumulated Absences Account	5,962	6,662
Total Unusable Reserves	(1,157,915)	(1,154,372)

Revaluation Reserve

The Revaluation Reserve contains the gains made by the Council arising from increases in the value of its property, plant and equipment, heritage assets, assets held for sale and intangible assets. The balance is reduced when assets with accumulated gains are:

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

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

	2015/16 £000	2016/17 £000
Balance at 1st April	(445,323)	(572,533)
Upward revaluation of assets	(230,325)	(98,842)
Downward revaluation of assets and impairment losses not charged to the (Surplus)/Deficit on the Provision of Services	72,625	50,137
(Surplus) or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	(157,700)	(48,705)
Difference between fair value depreciation and historical cost depreciation	4,421	9,560
Accumulated gains on assets sold or scrapped	26,069	37,041
Balance at 31st March	(572,533)	(574,637)

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 credited with sums provided to fund capital expenditure, both current and previous, with sums being transferred from the capital receipts reserve, capital grants and contributions, the Major Repairs Reserve and the General Fund (either direct funding or provision for repayment of borrowing). The account is debited with the reversal of sums charged to the CIES (to reflect the use of the asset by services) to avoid an impact on the General Fund. These charges include depreciation, impairment and amortisation.

The account contains revaluation gains accumulated on property, plant and equipment, heritage assets, assets held for sale and intangible assets before 1st April 2007, the date that the Revaluation Reserve was created to hold such gains. The table below provides details of the source of all the transactions posted to the account.

	2015/16 £000	2016/17 £000
Balance at 1st April	(1,130,362)	(1,121,704)
Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:		
Charges for depreciation & impairment	41,667	(106,792)
Revaluation losses on Property, Plant and Equipment	50,210	54,583
Amortisation of intangible assets	590	452
Revenue expenditure funded from capital under statute	25,445	21,897
Amounts of non-current assets written off on disposal or sale as part of the (gain)/loss on disposal to the Income and Expenditure Statement	60,738	66,174
Transfer of Assets Held For Sale	7	917
	(951,705)	(1,084,473)
Adjusting amounts written out of the Revaluation Reserve	(30,490)	(46,601)
Net written out amount of the cost of non-current assets consumed in the year	(982,195)	(1,131,074)
Capital financing applied in the year:		
Use of the Capital Receipts Reserve to finance new capital expenditure	(9,255)	(1,270)
Use of the Major Repairs Reserve to finance new capital expenditure	(7,568)	(8,075)
Capital Grants & Contributions credited to the Income and Expenditure Statement that have been applied to capital financing	(79,411)	(66,037)
Statutory provision for the financing of capital investment charged against the General Fund and HRA balances	(19,669)	(19,012)
Capital expenditure charged against the General Fund and HRA balances	(23,606)	(13,450)
Balance at 31st March	(1,121,704)	(1,238,918)

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 discounts and premia paid on the early redemption of loans. Discounts are credited to the CIES when they are incurred, but reversed out of the General Fund Balance to the account in the Movement in Reserves Statement. Premia are debited to the CIES when they are incurred, but reversed out of the General Fund Balance to the account in the Movement in Reserves Statement. Over time, the income (on discounts) and the expense (on premia) are posted back to the General Fund Balance in accordance with statutory arrangements for spreading the burden on council tax.

The statutory arrangements referred to came into force on 1st April 2007 and applied to unamortised balances as at that date. The bulk of the outstanding balance is amortised over 10 years from that date with part of that balance being amortised over shorter periods.

The general policy is that any premia that are incurred in the future will be amortised over the longer of the residual life of the loan repaid or the life of any replacement loan that was taken. Shorter amortisation periods may be adopted, however, when this is considered prudent. Any discount that is received in the future will be amortised over the residual life of the loan repaid.

	2015/16 £000	2016/17 £000
Balance at 1st April	(1,390)	(667)
Proportion of premia incurred in previous financial years to be charged against the General Fund Balance in accordance with statutory requirements	(314)	(204)
Proportion of discounts incurred in previous financial years to be credited to the General Fund Balance in accordance with statutory requirements	1,037	785
Balance at 31st March	(667)	(86)
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	723	581

Deferred Capital Receipts Reserve

The Deferred Capital Receipts Reserve holds the gains recognised on the disposal of non-current assets but for which cash settlement has yet to take place. For the Council these amounts relate to mortgage loans made in respect of the purchase of Council dwellings and to properties leased out under finance leases. Under statutory arrangements, the Council does not treat these gains as usable for financing new capital expenditure until they are backed by cash receipts. When mortgage and lease payments are made the principal repayment element of these amounts are transferred to the Capital Receipts Reserve.

	2015/16 £000	2016/17 £000
Balance at 1st April	(101)	(1,409)
Transfer of deferred sale proceeds	(1,326)	-
Transfer to the Capital Receipts Reserve upon receipt of cash	13	32
Other	5	-
Balance at 31st March	(1,409)	(1,377)

Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. The Council accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, and 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.

	2015/16 £000	2016/17 £000
Balance at 1st April	764,428	530,775
Remeasurement of the Net Defined Benefit Liability	(271,693)	107,863
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	78,888	59,046
Employer's pensions contributions and direct payments to pensioners payable in the year	(40,848)	(42,234)
Balance at 31st March	530,775	655,450

Collection Fund Adjustment Account

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

	2015/16 £000	2016/17 £000
Balance at 1st April	(76)	1,661
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	1,737	(3,127)
Balance at 31st March	1,661	(1,466)

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 (i.e. annual leave entitlement carried forward at 31st March each year). Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.

	2015/16 £000	2016/17 £000
Balance at 1st April	7,259	5,962
Settlement or cancellation of accrual made at the end of the preceding year	(7,259)	(5,962)
Amounts accrued at the end of the current year	5,962	6,662
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	(1,297)	700
Balance at 31st March	5,962	6,662

6. Adjustments between Accounting Basis and Funding Basis under Regulations

The difference between the Accounting and funding basis for the Council's accounts is set out in the commentary on the Movement in Reserves Statement in Section 2.

This note provides a detailed reconciliation of the movements required to reflect the statutory amounts chargeable to the taxpayer for the year 2016/17. These adjustments reconcile the movements on all the unusable reserves in Note 5 to the Movement in Reserves Statement.

LEICESTER CITY COUNCIL
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Adjustment	2015/16						2016/17					
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Movemt in Unusable Reserves	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Movemt in Unusable Reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Capital Adjustment Account:												
Reversal of items debited or credited to the Comprehensive Income and Expenditure Account:												
Charges for depreciation, impairment and amortisation of non-current assets	(62,814)	20,557	-	-	-	42,257	(79,547)	185,887	-	-	-	(106,340)
Revaluation losses on Property Plant and Equipment	(50,210)	-	-	-	-	50,210	(54,575)	(8)	-	-	-	54,583
Capital grants and contributions applied	79,097	(26)	-	-	-	(79,071)	65,723	23	-	-	-	(65,746)
Capital expenditure funded from revenue	6,267	-	-	-	-	(6,267)	2,213	-	-	-	-	(2,213)
Revenue expenditure funded from capital under statute	(25,445)	-	-	-	-	25,445	(21,897)	-	-	-	-	21,897
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	(52,187)	(8,559)	-	-	-	60,746	(47,291)	(19,800)	-	-	-	67,091
Income recognised in respect of donated assets	289	-	-	-	-	(289)	291	-	-	-	-	(291)
Insertion of items not debited or credited to the Comprehensive Income and Expenditure Account:												
Statutory provision for the financing of capital investment	9,950	234	-	-	-	(10,184)	12,620	111	-	-	-	(12,731)
Voluntary provision for the financing of capital expenditure	9,485	-	-	-	-	(9,485)	6,281	-	-	-	-	(6,281)
Capital expenditure charged against the General Fund and HRA balances	-	17,391	-	-	-	(17,391)	-	11,237	-	-	-	(11,237)
Adjustments primarily involving the Capital Receipts Reserve:												
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	8,772	9,344	(18,116)	-	-	-	15,151	15,205	(30,356)	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	-	9,256	-	-	(9,256)	-	-	1,270	-	-	(1,270)
Contribution from the Capital Receipts Reserve to finance the payments to the Government capital receipts pool	(1,307)	-	1,307	-	-	-	(2,150)	-	2,150	-	-	-

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Adjustment Continued	2015/16						2016/17					
	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Movemt in Unusable Reserves	General Fund Balance	Housing Revenue Account	Capital Receipts Reserve	Major Repairs Reserve	Capital Grants Unapplied	Movemt in Unusable Reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Adjustments primarily involving the Deferred Capital Receipts Reserve:												
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	(18)	-	-	-	-	18	(32)	-	-	-	-	32
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	1,326	-	-	-	-	(1,326)	-	-	-	-	-	-
Adjustments primarily involving the Major Repairs Reserve:												
Transfer of HRA depreciation costs to Major Repairs Reserve	-	7,568	-	(7,568)	-	-	-	8,075	-	(8,075)	-	-
Use of the Major Repairs Reserve to finance new capital expenditure	-	-	-	7,568	-	(7,568)	-	-	-	8,075	-	(8,075)
Adjustments primarily involving the Capital Grants Unapplied Reserve:												
Capital grants recognised in the year and credited to the Capital Grants Unapplied Reserve	5,695	-	-	-	(5,695)	-	5,585	-	-	-	(5,585)	-
Application of grants to capital financing credited to the Capital Adjustment Account	(21,620)	-	-	-	21,620	-	(16,413)	-	-	-	16,413	-
Adjustments primarily involving the Financial Instruments Adjustments 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	(583)	(140)	-	-	-	723	(423)	(158)	-	-	-	581
Adjustments primarily involving the Pensions Reserve:												
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(70,861)	(8,027)	-	-	-	78,888	(50,311)	(8,735)	-	-	-	59,046
Employer's pensions contributions and direct payments to pensioners payable in the year	36,696	4,152	-	-	-	(40,848)	35,986	6,248	-	-	-	(42,234)
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	(1,737)	-	-	-	-	1,737	3,127	-	-	-	-	(3,127)
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	1,236	60	-	-	-	(1,296)	(693)	(7)	-	-	-	700
Total Adjustments	(127,969)	42,554	(7,553)	-	15,925	77,043	(126,355)	198,078	(26,936)	-	10,828	(55,615)

Notes Relating to People and Organisations Connected with the Council

The notes in this section provide information on the Council's key relationships with people and organisations, including:

- Details of organisations or people with which the Council is connected through its elected members and senior officers
- Details of other organisations in which the Council holds a stake
- Details of allowances paid to elected members of the Council
- Details of the remuneration of the Council's senior professional managers
- Details of amounts paid to employees in the year in respect of termination of employment
- Details of the Council's financial obligations under pension schemes

They will help users of the accounts understand how the Council relates to other key organisations in the community and ensures that the Council is transparent about the relationships it has with other organisations, businesses or people where there are overlapping interests.

They also provide users with transparency about the level and nature of amounts paid by the Council to those who are elected to lead it, who manage it, work for it or have left its employment in the year.

7. Related Parties

The Council is required to disclose material transactions with related parties – bodies or individuals that have the potential to control or influence the Council or to be controlled or influenced by the Council. Disclosure of these transactions in Part 1 below 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.

The Council is also required to disclose interests it holds in companies and other entities – detailed in Part 2 below.

Part 1 - Organisations or individuals which are related parties of the Council

Central Government

Central government has effective control over the general operations of the Council – it is responsible for providing the statutory framework within which the Council operates, provides substantial 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). Grant funding received from central government is shown within Note 27 to the accounts.

Members and Officers

Members and senior officers of the Council have direct control of the financial and operating policies of the Council. Members receive allowances for their role and these are detailed in Note 8. Remuneration of senior officers is detailed in Note 9.

All wards in the city are allocated a ward budget of £18k per annum. These budgets are used to fund projects in wards and the allocations are determined by elected members.

Members and officers are also required to disclose any other arrangements giving rise to related party interests:

- A close family member of Cllr Vi Dempster is a substantial shareholder in MK Fabrications, a metal fabrication business which rents commercial premises from the Council. The value of transactions in 2016/17 was £7,709. The property is leased at a market rent
- Cllr Harshad Bhavsar is a Director of YUG Chemicals Ltd, which rents commercial premises from the Council. The value of transactions in 2016/17 was £20,160. The property is leased at a market rent

Members or officers of the Council sit (either in a personal capacity or as representatives of the Council) on the governing bodies of the following organisations in receipt of materially significant funding from the Council:

Leicester Community Sports Arena Ltd & Leicester Riders

This company was created by the Leicester Riders Foundation to build and operate the venue for the Leicester Riders basketball team and other community sports.

Cllr Piara Singh Clair, the Council's Assistant Mayor for Culture, Leisure & Sport, was one of the four directors of the company during 2016/17. Early in 2017/18, Cllr Piara Singh Clair resigned from this role and was replaced by Colin Sharpe (Head of Finance). The Council has no formal right to appoint a director.

The Council owns the land on which the arena is built, which is leased to the company for a market rent. The Council has previously provided £1.5m grant funding to the company to support the development, alongside Sport England, Leicester College and the Leicester & Leicestershire Enterprise Partnership (LLEP). No additional funding was provided during 2016/17.

In addition, the Council paid the Leicester Riders £9,990 in 2016/17 for other services including educational and youth programmes commissioned by the City Council.

Leicester Theatre Trust

The Leicester Theatre Trust operates the Curve theatre in Leicester. The Council appoints two out of thirteen trustees, currently Cllr Piara Singh Clair and Mike

Dalzell, the Council's Director of Tourism, Culture & Inward Investment. The Council provided grant funding and payments for services for the Trust totalling £657k in 2016/17.

Leicester Arts Centre Ltd

This is the not-for-profit holding company for the Phoenix Arts Centre in Leicester. The Council appoints two trustees, currently Cllr Bill Shelton and Colin Sharpe (Head of Finance). The Council provided grant funding and payment for services totalling £303k in 2016/17 and received payments totalling £78k in respect of utilities and other charges relating to the Phoenix building, which the Council owns.

Leicester Council of Faiths

Cllrs Manjula Sood and Inderjit Gugnani are respectively the Chair and Secretary of the Leicester Council of Faiths. The Council had no material transactions with Leicester Council of Faiths during 2016/17.

King Richard III Visitor Centre Trust

The King Richard III Visitor Centre Trust operates the King Richard III Visitor Centre. It was created in 2013/14. The Council has no nomination rights to the board of the Trust but Cllr Piara Singh Clair sits as a trustee.

Part 2 - Organisations in which the Council has an interest

The Council also discloses interests it holds in other organisations, including the value of any material transactions where the other organisation is a related party of the Council.

Homecome Ltd

Homecome Ltd is a not-for-profit limited company set up by the Council in spring 2004. Other member bodies include the Leicestershire Chamber of Commerce and the Leicester Federation of Tenants' Associations. The company was set up to create new affordable housing. The Council appoints a director, currently Cllr Andy Connelly, but does not have control or significant influence over the company's affairs.

The Council's investment in Homecome consisted of affordable housing grants totalling £7.8m. These were included in the balance sheet as a long term investment. A review of the balance sheet for the 2016/17 accounts highlighted that it is very unlikely that the grants will ever be required to be repaid to the Council. On this basis the value of the grants was written out of the accounts through the Comprehensive Income and Expenditure Statement and into the Capital Adjustment Account.

8. Members' Allowances

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

	2015/16 £	2016/17 £
Basic Allowance Payments	540,726	562,840
Special Responsibility Payments	364,887	368,746
General Expense Payments	76,197	83,962
Total	981,810	1,015,548

In March 2016, the Council approved a new scheme of members' allowances following a report of the independent remuneration panel. The panel was given a specific brief of ensuring the scheme was affordable within current budgets. Since pension provision for members was discontinued in 2015/16, members now have to fund their own provision from within their standard allowances, a major loss of benefit taken into account by the panel. The cost of providing pensions was previously £68k per year, which (in line with the Code) is not shown in the table above

9. Officers' Remuneration

This note comprises two parts. The first discloses the remuneration of the Council's most senior officers. The second part discloses the total number of 'higher paid' Council officers whose remuneration exceeded £50k during 2016/17, shown in bands and excluding those senior officers in the first part.

Part 1 - Senior Employees' Remuneration

The table shows the amounts paid to the holders of senior posts in 2016/17 with comparative data from 2015/16 where applicable.

Senior employees are defined as certain statutory chief officer posts (including the Head of Paid Service), those earning over £150k per annum and those earning less than this sum but reporting directly to the head of paid service (Chief Operating Officer). There are eight such officers, in 2016/17, which represents no change from 2015/16.

Remuneration in this table (as defined in statutory regulations) includes salary, fees/allowances, employer's pension contributions, taxable benefits and any compensation for loss of office.

Post	Financial Year	Salary, Fees and Allowances	Expenses	Pension Contributions	Compensation for loss of employment	Total
		£	£	£	£	£
Chief Operating Officer (Head of Paid Service)	2016/17	128,760	-	26,613	-	155,373
	2015/16	127,485	-	25,128	-	152,613
Director Delivery, Communications & Political Governance	2016/17	92,568	-	20,081	-	112,649
	2015/16	93,805	-	19,414	-	113,219
Director of Finance	2016/17	92,524	-	18,680	-	111,204
	2015/16	93,864	-	18,099	-	111,963
City Barrister & Head of Standards (Note 1)	2016/17	71,481	-	15,511	-	86,992
	2015/16	70,773	-	14,650	-	85,423
Strategic Director - Children's Services	2016/17	120,173	-	26,078	-	146,251
	2015/16	114,735	-	23,750	-	138,485
Strategic Director - Adult Social Care & Health (Note 2)	2016/17	111,589	-	24,215	-	135,804
	2015/16	53,460	-	11,066	-	64,526
Strategic Director - City Development & Neighbourhoods (1) - (Note 3)	2016/17	51,407	-	10,831	-	62,238
	2015/16	118,983	-	24,013	-	142,996
Strategic Director - City Development & Neighbourhoods (2) - (Note 3)	2016/17	42,466	-	9,215	-	51,681
	2015/16	-	-	-	-	-
Director of Public Health (Note 4)	2016/17	77,797	-	16,882	-	94,679
	2015/16	64,189	-	13,287	-	77,476

Notes:

- 1) The City Barrister works on a part time basis
- 2) The Strategic Director of Adult Social Care & Health was appointed on 17th October 2015
- 3) The Strategic Director of City Development & Neighbourhoods was appointed on 14th November 2016, shown in the table above as '(2)'. The predecessor to this role is shown as '(1)'
- 4) The Director of Public Health was appointed on 1st June 2015 and works on a part time basis

Part 2 - Higher Paid Employees

The number of other Council employees receiving more than £50,000 remuneration for the year are shown in the table below. In line with the relevant regulations, the table excludes the senior officers listed in the table above.

These figures include teaching, senior leadership and support staff within local authority schools. Employees in schools which become academies are only included

if their remuneration during the period of the financial year prior to academy conversion (i.e. when the school was under the local authority) exceeded the £50k threshold. Further details of academies higher paid employees are published by academies themselves or can be requested directly from academies under the Freedom of Information Act 2000.

It should be noted that the definition of remuneration in this table differs from that in the table above (in line with regulations) as it excludes employer's pension contributions.

The table includes compensation for loss of office, so employees who left in the year may appear in a higher band than the equivalent role would appear in based on a normal year's salary. Equally, some posts would not be included in the table based on a normal year's salary, but are included because of payments for compensation for loss of office.

The threshold for inclusion in this report is defined in regulations and remains static at £50k annually. Salaries paid to staff include annual pay increases as and when these are awarded, increasing the scope of the report over time.

Remuneration Band £	Number of Employees					
	Non-Schools		Schools		Total	
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
50,000-54,999	44	47	57	71	101	118
55,000-59,999	24	23	51	43	75	66
60,000-64,999	27	31	27	22	54	53
65,000-69,999	5	9	21	25	26	34
70,000-74,999	4	4	19	14	23	18
75,000-79,999	1	3	9	13	10	16
80,000-84,999	6	3	3	4	9	7
85,000-89,999	5	6	1	5	6	11
90,000-94,999	1	-	2	1	3	1
95,000-99,999	-	-	2	1	2	1
100,000-104,999	-	-	1	1	1	1
105,000-109,999	-	-	-	2	-	2
110,000-114,999	-	-	-	-	-	-
115,000-119,999	-	-	2	-	2	-
120,000-124,999	-	-	-	1	-	1
125,000-129,999	-	-	-	-	-	-
130,000-134,999	-	-	-	-	-	-
Total	117	126	195	203	312	329

10. Termination Benefits

The Council terminated the contracts of a number of employees in 2016/17 incurring liabilities of £3,975k (£2,868k in 2015/16). Of this £2,361k (£1,761k in 2015/16) was for redundancy and other departure costs, and £1,614k (£1,107k in

2015/16) was the cost arising from the early release of pension benefits as required by the regulations of the Local Government Pension Scheme (LGPS).

The number of exit packages with total cost per band and total cost of the exit packages are set out in the table below. In 2016/17 the Council approved 119 compulsory redundancies (51 in 2015/16).

Band	Total number of exit packages by cost band	Total cost of exit packages 2015/16	Total number of exit packages by cost band	Total cost of exit packages 2016/17
£	2015/16	£	2016/17	£
0 - 20,000	154	1,228,016	235	1,925,885
20,001 - 40,000	32	866,923	30	860,590
40,001 - 60,000	6	287,540	11	575,041
60,001 - 80,000	4	290,967	4	248,597
80,001 - 100,000	2	194,737	3	262,323
100,001 - 150,000	-	-	1	102,301
Total	198	2,868,183	284	3,974,737

11. Pension Schemes Accounted for as Defined Contribution Schemes

Teachers' Pensions

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

The Scheme is technically a 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 the underlying financial position and performance of the Scheme with sufficient reliability for accounting purposes. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme.

In 2016/17, the Council paid £15.5m to Teachers' Pensions in respect of teachers' retirement benefits, representing 16.48% of pensionable pay. The figures for 2015/16 were £15.2 m and 15.48%.

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 12.

Public Health

Public Health employees who were compulsorily transferred from the Primary Care Trusts to the Council who had access to the NHS Pension Scheme on 31st March

2013 retained access to that scheme on transfer at 1st April 2013. The scheme provides these staff with specified benefits upon their retirement and the Council contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The scheme is an unfunded defined benefit scheme. However, the Council is not able to identify its share of the underlying financial performance of the Scheme with sufficient reliability for accounting purposes. For the purpose of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme.

In 2016/17, the Council paid £0.2m to the NHS Pension Scheme in respect of former NHS Staff retirement benefits representing 14.3% of pensionable pay.

12. Defined Benefit Pension Schemes

Participation in Pension Schemes

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

The Council participates in three post-employment pension schemes:

- Teachers' Pensions Scheme – see Note 11 for further information
- NHS Pension Scheme – see Note 11 for further information
- The Local Government Pension Scheme, (LGPS) administered locally by the Leicestershire County Council – this is a funded defined benefit scheme, meaning that the Council and employees pay contributions into a fund, calculated at a level intended to balance the pensions liability with investment assets.

Hymans Robertson, an independent firm of actuaries, has valued the Council's fund asset share and liabilities for the Local Government Pension Scheme

Transactions relating to post-employment benefits (LGPS)

The Council recognises the cost of retirement benefits in the reported cost of services when they are earned by the employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make in the accounts is based on the cash payable in the year, so the real cost of post-employment/retirement benefits is reversed out of the General Fund via the Movement in Reserves Statement. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year.

	2015/16 £000	2016/17 £000
Comprehensive Income and Expenditure Statement		
Cost of Services		
Current service cost	53,595	45,239
Past service cost	619	621
Settlements and curtailments	-	(5,321)
Total Service Cost	54,214	40,539
Financing and Investment Income and Expenditure		
Expected return on scheme assets	(31,220)	(34,686)
Interest cost	55,894	53,193
Net Interest Cost	24,674	18,507
Total Post-employment Benefit charged to the Surplus or Deficit on the Provision of Services	78,888	59,046
Other post-employment benefit charged to the Comprehensive Income and Expenditure Statement		
Return on plan assets excluding amounts included in net interest	23,986	(181,422)
Actuarial (gains)/losses arising from changes in demographic	-	(17,395)
Actuarial (gains)/losses arising from changes in financial assumptions	(277,092)	352,619
Other Experience adjustments	(18,587)	(45,939)
Total remeasurements recognised in the Comprehensive Income and Expenditure Statement	(271,693)	107,863
Total post-employment Benefit charged to the Comprehensive Income and Expenditure statement	(192,805)	166,909
Movement in Reserves Statement		
Reversal of net charges made to the Surplus or Deficit for the Provision of Services for post-employment benefits	78,888	59,046
Actual amount charged against the General Fund Balance for pensions in the year (Employers contributions paid to the scheme)	(40,848)	(42,234)
Total Movement in Reserves	38,040	16,812

Assets and Liabilities in Relation to Post-employment Benefits

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

	2015/16 £000	2016/17 £000
Balance at 1st April	1,733,447	1,520,345
Current service cost	53,595	45,239
Past service costs (including curtailments)	619	621
Effect of settlements	-	(11,205)
Interest cost	55,894	53,193
Contributions by scheme participants	11,308	11,126
Benefits paid	(38,839)	(41,598)
Remeasurements arising from changes in assumptions	(295,679)	289,285
Balance at 31st March	1,520,345	1,867,006

Reconciliation of fair value of the scheme (plan) assets:

	2015/16 £000	2016/17 £000
Balance at 1st April	969,019	989,570
Interest income	31,220	34,686
Effect of settlements	-	(5,884)
Contributions by scheme participants	11,308	11,126
Employer contributions	40,848	42,234
Benefits paid	(38,839)	(41,598)
Return on plan assets excluding amounts included in net interest	(23,986)	181,422
Balance at 31st March	989,570	1,211,556

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.

Scheme History

	2013/14 £000	2014/15 £000	2013/2014 £000	2015/16 £000	2016/17 £000
Present value of funded obligations	(1,165,624)	(1,369,228)	(1,676,690)	(1,469,327)	(1,812,582)
Present value of unfunded obligations	(53,177)	(53,748)	(56,757)	(51,018)	(54,424)
Fair value of assets in the scheme	784,759	826,184	969,019	989,570	1,211,556
Surplus/(deficit) in the scheme	(434,042)	(596,792)	(764,428)	(530,775)	(655,450)

Impact on future cash flows

The liabilities show the underlying commitments that the Council has in the long run to pay post-employment (retirement) benefits. The total liability of £1,867m has a substantial impact on the net worth of the Council as recorded in the Balance Sheet, resulting in a negative overall balance of £655.5m. However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy. 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. Finance is only required to be raised to cover discretionary benefits when the pensions are actually paid.

The total contributions expected to be made to the Local Government Pension Scheme by the council in the year to 31st March 2018 is £39.8m. The maturity profile is as follows:

	Liability Split	Weighted Average Duration
Active members	50.3%	23.0
Deferred members	20.8%	22.9
Pensioner members	28.9%	11.7
Total	100.0%	18.9

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. The fund liabilities have been assessed by Hymans Robertson LLP, an independent firm of actuaries, based on the latest full valuation of the scheme as at 31st March 2016.

The main assumptions used by the actuary have been:

Local Government Pension Scheme	2015/16	2016/17
Mortality assumptions:		
Longevity at 65 for current pensioners (years):		
Men	22.2	22.1
Women	24.3	24.3
Longevity at 65 for future pensioners (years):		
Men	24.2	23.8
Women	26.6	26.2
Benefit entitlement assumptions		
Rate of increase in salaries	3.2%	3.4%
Rate of increase in pensions	2.2%	2.4%
Rate for discounting scheme liabilities	3.5%	2.6%
Take-up of option to convert annual pension into retirement lump-sum – relating to service pre April 2008	50.0%	50.0%
Take-up of option to convert annual pension into retirement lump-sum – relating to service post April 2008	75.0%	75.0%

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

	2015/16		2016/17	
	Bid Values £000	Percentage of Total Assets	Bid Values £000	Percentage of Total Assets
Equity				
Other	27,041	3%	31,300	3%
Debt Securities				
UK Government	52,249	5%	104,337	9%
Other	40,736	4%	13,282	1%
Private Equity				
All	37,990	4%	45,748	4%
Real Estate				
UK Property	100,779	10%	97,351	8%
Investment Fund and Unit Trusts				
Equities	485,478	49%	580,277	48%
Bonds	106,495	11%	108,640	9%
Hedge Funds	44,909	4%	40,675	3%
Commodities	21,267	2%	28,545	2%
Infrastructure	25,842	3%	54,232	4%
Other	27,366	3%	30,350	3%
Derivatives				
Foreign Exchange	(364)	0%	(559)	0%
Cash and Cash Equivalents				
All	19,783	2%	77,378	6%
Total	989,570	100%	1,211,556	100%

Notes Relating to Uncertainties, Judgements & Changes Reflected in the Statement of Accounts

The notes in this section provide information on areas of the Council's accounts where judgement and estimation have been used to prepare the financial statements, or where uncertainty about future events has impacted on the financial position presented.

The notes cover:

- The most significant judgements and estimations that underpin the accounts presented, with indications about the potential impact of revisions to these judgements that may result from future events
- Details of the amounts the Council has set aside to meet future liabilities resulting from past events, and details of known potential liabilities that may require resources to be set aside in future
- Details of major changes to the nature of the Council's operations during the year and details of the impact of any changes in accounting policies in the year (though there are no changes to report in 2016/17)
- Details of any events occurring after the financial year end that are pertinent to the reader's understanding of the financial position

They will assist readers in gaining greater understanding of the position presented in the Statement of Accounts and potential areas of change if assumptions are revised

13. Critical Judgements in Applying Accounting Policies

In applying the accounting policies set out in Section 6 of this Statement of Accounts, the Council has had to make certain judgements about complex transactions and/or those involving uncertainty about future events.

The critical judgements made in the Statement of Accounts are:

Accounts prepared on a going concern basis

These accounts have been prepared on a going concern basis. The concept of a going concern assumes that an organisation, its functions and services will continue in operational existence for the foreseeable future. However, there is a high degree of uncertainty about future levels of funding for local government and the future national economic outlook. The Council's management has used its judgement and determined that its financial strategy is robust and that this uncertainty is not yet sufficient to affect the assumptions underpinning the strategy and that the Council will continue as a going concern.

Classification of Leases

The Council is involved in a number of lease arrangements, both as lessee and lessor. The Code requires that leases are classified as either:

- 'Operating', under which the annual payments are disclosed but no additional accounting entries are made, or
- 'Finance', under which the arrangement is treated as the sale or purchase of the asset in question, with the financing element separated. Although in cash terms there are no changes to the structure of the lease, the asset is accounted for separately from the financing and these entries affect the presentation of the lease in the accounts

Since the introduction of the IFRS-based Code, the Council has regularly reviewed the leases it is a party to and has used relevant criteria to assess the nature of each lease. This process has again been undertaken in 2016/17 with judgements being applied to classify leases in line with the guidance and requirements. Details of leases are included in Note 40.

Investment Properties

Note 34 to these accounts clarifies that the Council judges that it does not hold any property or land solely for the purposes of earning rentals or for capital appreciation, (or both). This judgement is based on, and is consistent with, the Code of Practice definition of investment properties, the Royal Institution of Chartered Surveyors (RICS) valuation standard 5.1, and the Property Division's responsibility for providing a property service which, inter alia, supports service delivery.

Group Accounts

The Council has judged that preparation of Group Accounts are not necessary under the Code of Practice and was of no material benefit to users of the Statement of Accounts in understanding the Council's financial position. This remains the Council's judgement in 2016/17. Details of associated organisations can be found in Note 7.

14. Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty

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

The items in the Council's Balance Sheet at 31st March 2017 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 & Equipment	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	<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 approximately £1.8m for every year that useful lives had to be reduced.</p>
Fair Value Measurements	Most financial and property assets are now held at Fair Value (see Accounting Policies & Notes 33 & 43 for more information). When there is no quoted market value for an asset, the Council applies other valuation methods in accordance with the Code of Practice and the underlying IFRS 13 standard, but these may incorporate elements of judgement around risks and the basis of assumptions.	It is not possible to quantify the level of variance that may arise if assumptions used differ from actual asset values. The Council is confident, however, that the risk of any differences impacting on the level of usable reserves or the overall financial strategy is low.
Pensions Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Local Government Pension Scheme, administered by Leicestershire County Council with expert advice about the assumptions to be applied.	The effects on the net pension liability of changes in individual assumptions can be measured. The actuaries have advised that a 0.5% decrease in the Real Discount Rate would mean an 10% increase to the employers liability amounting to approximately £191m. A 0.5% increase in the Pension Increase Rate would mean an 8% increase to the employers' liability amounting to £157m. A 0.5% increase in the projected rate of salary increased would lead to an increased liability of 2% or £32m.
PFI Schemes	Total payments due under the existing PFI schemes have to be split between payments for services, reimbursement of capital expenditure, interest, lifecycle costs etc. The split is arrived at by using financial models that contain inherent uncertainties and assumptions.	It is not possible to quantify the potential effect of these uncertainties on the PFI liabilities included in the accounts.

Item	Uncertainties	Effect if Actual Results Differ from Assumptions
Business Rates Appeals	The Council has applied judgement in calculating the provision for business rate appeals based on data from the Valuation Office Agency (VOA) regarding outstanding appeals where estimates of the likelihood of success, the amount of the reduction and the backdating of the appeal have been based upon averages of historic settled appeals data and any other known information. Different averages have been calculated for the different types of appeal and property types. As at 31 March 2017 1,289 appeals were outstanding relating to 1,058 properties.	The provision made by the Council stands at £2.5m at 31 st March 2017. This calculation is based on a range of sources including professional advice. If the volume and outcome of appeals differs significantly from the assumptions made then this will impact on whether the level of provision is adequate. It is the Council's judgement that the impact of any error would not have a material impact on these financial statements.

15. Provisions

The table below provides a list of provisions made by the authority at the end of the financial year:

	Insurance	Housing Benefits	Equal Pay	s117 Mental Health Act	Housing	Business Rate Appeals	Total
	£000	£000	£000	£000	£000	£000	£000
Balance at 1st April 2015	5,312	6,360	250	39	890	4,717	17,568
Net Movement (additions less amounts used)	(40)	(2,425)	(42)	-	367	(787)	(2,927)
Balance at 1st April 2016	5,272	3,935	208	39	1,257	3,930	14,641
2016/17 Provisions/(Reductions)	113	-	-	-	-	(285)	(172)
Amounts used in 2016/17	-	(925)	(84)	-	(57)	(1,144)	(2,210)
Balance at 31st March 2017	5,385	3,010	124	39	1,200	2,501	12,259

These provisions are described in more detail below.

Payment of Insurance Claims

The Authority holds funds to meet the costs of insurance claims, for both claims received but not yet settled and claims that will be received in the future. The sum of £5.4m is held as a provision, being the amount that the Council's actuaries estimate will be required to meet claims already received. A further sum of £6.7m is held as an earmarked reserve (as per Note 3), to meet the costs of liabilities incurred for which claims have not been received.

Housing Benefit Subsidy Claims

The Council pays and administers Housing Benefit within Leicester and receives subsidy from the Government to reimburse it for amounts paid out. The amount of subsidy received is based on a claim completed annually.

Claims are subject to audit and often give rise to the discovery of overpayments to some benefits recipients. This can lead to the value of the claim being reduced, based on an extrapolation. A provision is maintained based on the total value of the subsidy claims outstanding. The provision currently totals £3.0m.

Equal Pay

The Council has set aside a provision against residual equal pay settlements.

Section 117 Mental Health Act

The sum is a provision for refunds to people with mental health difficulties who have been charged for residential and nursing care. The sum provided for is based on known cases, and there is a possibility that the Council will be required to make future refunds on these.

Housing Provisions

The sum is held in respect of HRA liabilities within the Housing service including losses on stock and liabilities to other third parties.

Business Rate appeals

Along with the introduction of local management of business rates, authorities are expected to finance backdated appeals made in respect of rateable values as, defined by the Valuation Office Agency, outstanding as at 31st March 2017. Therefore a provision has been charged to the collection fund calculated at a total of £5.1m (Council share of £2.5m).

16. Contingent Liabilities

MIRA Business Park

The City Council is the accountable body for the Leicester and Leicestershire Enterprise Partnership (LLEP). As part of that role the Council entered into a formal agreement with Hinckley and Bosworth Borough Council (HBBC) on the 17th July 2013 to provide a guarantee relating to the future costs of maintaining highway improvements carried out to the A5 road near to the MIRA Technology Park development.

These works are the subject of a s278 agreement with the Secretary of State for Transport and require MIRA to pay a commuted lump sum based on the expected development of the Technology Park.

HBBC will assume liability for the payment of any commuted lump sum that remains outstanding ten years after the completion of the works. The guarantee indemnifies HBBC in the event that the development does not proceed as projected, effectively passing the risk to the LLEP and thus the Council as accountable body.

The Council judges that it is more likely than not that this guarantee will not be called upon – as such it is disclosed as a contingent liability only.

17. Contingent Assets

The Council has not recognised any contingent assets at 31st March 2017.

18. Acquired & Discontinued Operations

There were no acquired or discontinued operations in 2016/17.

19. Prior Period Adjustments & Changes

Prior period adjustments are required when changes to accounting policies, changes to accounting standards or the discovery of material errors mean that the comparative figures for the previous financial year need to be amended in order to provide meaningful comparison for the user of these accounts.

There are no prior period adjustments required in respect of 2015/16 comparative figures.

20. Events after the Balance Sheet Date

There were no significant events between the balance sheet date and the approval of these financial statements which would require disclosure or adjustment of the statements.

Notes Relating to the Council's Income and Expenditure

The notes in this section provide information on the Council's revenue income and expenditure in the year 2016/17 that form the basis of the Comprehensive Income and Expenditure Statement (CIES) and Expenditure and Funding Analysis (EFA).

The notes cover:

- A detailed reconciliation between Expenditure and Funding Analysis and the amounts reported in the CIES
- Nature of the income and expenditure reported in the lines within the CIES that form part of the surplus or deficit on the provision of services
- Details of the grant funding provided to the Council during the year
- Details of pooled budgets held with partner organisations
- Details of the Council's trading operations and services provided to third parties as an agent
- Other information on specific items of revenue income and expenditure in the year

They will assist readers in gaining greater understanding of the position presented in the Statement of Accounts and the Council's ongoing operations.

21. Note to Expenditure and Funding Analysis

The following tables provide reconciliations between the main adjustments to Net Expenditure Chargeable to the General Fund and Housing Revenue Account balances to arrive at the amounts in the Comprehensive Income and Expenditure Statement.

21. Note to Expenditure and Funding Analysis continued

2016/17	Net Expenditure on the Comprehensive Income & Expenditure Statement £000	Adjustments Between Accounting & Funding Basis				Net Expenditure Charged to the HRA & General Fund Balance £000
		Adjustments for Capital Purposes £000	Adjustments for Defined Benefit Pensions £000	Other Adjustments £000	Total £000	
City Development & Neighbourhoods	146,707	(103,068)	(801)	(74)	(103,943)	42,764
Housing Revenue Account (HRA)	(7,219)	(6,204)	(651)	(6)	(6,861)	(14,080)
Adult Social Care	111,363	(6,429)	(599)	29	(6,999)	104,364
Health Improvement & Wellbeing	(4,718)	-	(125)	(71)	(196)	(4,914)
Education & Children's Services	111,264	(39,523)	(500)	(646)	(40,669)	70,595
Corporate Resources & Support	31,200	7,287	(643)	(14)	6,630	37,830
Housing Benefits	(962)	-	-	-	-	(962)
Corporate Items	(10,958)	32,205	5,021	82	37,308	26,350
Capital Financing	(511)	-	-	-	-	(511)
Housing Revenue Account - Reversal of Prior Year Impairments	(213,329)	213,329	-	-	213,329	-
Cost of Services	162,837	97,597	1,702	(700)	98,599	261,436
Other Operating Expenditure	41,849	(40,086)	(7)	-	(40,093)	1,756
Financing and Investment Income and Expenditure	38,322	(9,010)	(18,507)	(581)	(28,098)	10,224
Taxation and Non-Specific Grant Income	(302,182)	38,188	-	3,127	41,315	(260,867)
(Surplus) or Deficit on Provision of Services	(59,174)	86,689	(16,812)	1,846	71,723	12,549

21. Note to Expenditure and Funding Analysis continued

2015/16	Net Expenditure on the Comprehensive Income & Expenditure Statement £000	Adjustments Between Accounting & Funding Basis				Net Expenditure Charged to the HRA & General Fund Balance £000
		Adjustments for Capital Purposes £000	Adjustments for Defined Benefit Pensions £000	Other Adjustments £000	Total £000	
City Development & Neighbourhoods	118,626	(57,355)	(1,907)	179	(59,083)	59,543
Housing Revenue Account (HRA)	(55,672)	46,509	(3,875)	(80)	42,554	(13,118)
Adult Social Care	90,522	(2,959)	(1,500)	201	(4,258)	86,264
Health Improvement & Wellbeing	2,099	-	-	20	20	2,119
Education & Children's Services	116,946	(58,917)	(4,542)	655	(62,804)	54,142
Corporate Resources & Support	33,669	(739)	(1,538)	182	(2,095)	31,574
Housing Benefits	2,340	-	-	-	-	2,340
Corporate Items	(5,847)	8,547	(4)	-	8,543	2,696
Capital Financing	(484)	23,852	-	-	23,852	23,368
Cost of Services	302,199	(41,062)	(13,366)	1,157	(53,271)	248,928
Other Operating Expenditure	47,207	(46,376)	-	-	(46,376)	831
Financing and Investment Income and Expenditure	45,019	-	(24,674)	(583)	(25,257)	19,762
Taxation and Non-Specific Grant Income	(314,401)	41,227	-	(1,737)	39,490	(274,911)
(Surplus) or Deficit on Provision of Services	80,024	(46,211)	(38,040)	(1,163)	(85,414)	(5,390)

Adjustments for Capital Purposes

This column adds depreciation, impairment and revaluation gains and losses into the services line, and for:

- **Other Operating Expenditure** – adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.
- **Financing and Investment Income and Expenditure** – the statutory charges for capital financing i.e. Minimum Revenue Provision and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.
- **Taxation and Non-specific Grant Income and Expenditure** – capital grants are adjusted for income not chargeable under generally accepted accounting practices. Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year. The Taxation and Non-Specific Grant Income and expenditure line is credited with capital grants receivable in the year without conditions or for which conditions are satisfied in the year.

Net Change for Pensions Adjustments

This column is for the removal of pension contributions and the addition of IAS19 Employee Benefits pension related expenditure and income:

- For services this represents the removal of the employer pension contributions made by the authority as allowed by statute and the replacement with current service costs and past service costs.
- For Financing and Investment Income and Expenditure – the net interest on the defined benefit liability is charges to the CIES.

Other Adjustments

These columns reflect other differences between amounts debited/credited to the Comprehensive Income and Expenditure Statement and amounts payable/receivable to be recognised under statute.

- For Financing and Investment Income and Expenditure figures reflect the adjustments to the General Fund for the timing differences for premiums and discounts.
- The charge under taxation and non-specific grant income and expenditure figures reflect the difference between what is chargeable under statutory regulations for Council Tax and NDR that was projected to be received at the start of the year and the income.

- The reversal of officers remuneration chargeable on an accruals basis is different to that chargeable under statutory requirements

22. Expenditure and Income Analysed by Nature

The Council's expenditure and income reported in the Comprehensive Income & Expenditure Statement is analysed by nature in the table below.

	2015/16 £000	2016/17 £000
Expenditure		
Employee Benefit Expenses	427,625	422,040
Other Services expenses	803,106	805,293
Support Service recharges	-	-
Depreciation, amortisation, impairment	49,490	(106,340)
Interest Payments	44,994	39,684
Precepts & Levies	75	79
Payments to Housing Capital Receipts pool	1,307	2,151
Gain on the Disposal of Assets	45,825	35,835
Total Expenditure	1,372,422	1,198,742
Income		
Fees , charges and other service income	(398,060)	(397,305)
Interest & Investment Income	26	(1,244)
Income from Council Tax, non domestic rates	(182,785)	(190,969)
Government grants & contributions	(711,579)	(668,398)
Total Income	(1,292,398)	(1,257,916)
Surplus or Deficit on Provision of Services	80,024	(59,174)

23. Other Operating Expenditure

	2015/16 £000	2016/17 £000
Levies	75	79
Payments to the government Housing Capital Receipts Pool	1,307	2,151
Total (gains)/losses on the disposal of non-current assets	44,277	35,835
Costs of sale – assets held for sale	7	917
Other operating income and expenditure	1,541	2,867
Total	47,207	41,849

24. Financing and Investment Income and Expenditure

	2015/16 £000	2016/17 £000
Interest payable and similar charges	20,320	21,177
Pensions interest cost and expected return on pensions assets	24,674	18,507
Interest receivable and similar income	-	(1,244)
(Surplus)/deficit on trading operations	25	(118)
Total	45,019	38,322

25. Taxation and Non-Specific Grant Income

	2015/16 £000	2016/17 £000
Council Tax income	(89,362)	(94,966)
Non domestic rates	(93,423)	(96,003)
Non-ringfenced government grants	(90,389)	(75,399)
Capital grants and contributions	(40,938)	(35,523)
Donated Assets	(289)	(291)
Total	(314,401)	(302,182)

26. Material Items of Income and Expense

The annual revaluation of the Council's housing stock saw a material increase in value, caused mainly by the social housing adjustment factor for the East Midlands being increased from 34% to 42% and a general upward increase in market values across the housing sector. This has resulted in the brought forward balance of £213.3m of impairments being reversed in full in 2016/17. This is shown as an extraordinary item in the Comprehensive Income and Expenditure Statement.

27. Grant Income

The Council received the following revenue and capital grants in 2016/17.

These grants are analysed between those credited to the Comprehensive Income and Expenditure Statement and those held as receipts in advance, in line with the Council's accounting policies.

Capital grants recognised in the year

	2015/16 £000	2016/17 £000
Credited to Services (All REFCUS related)		
Local Growth Fund	6,724	15,706
Devolved Formula Capital Grant	1,264	1,284
Disabled Facilities Grant	1,001	1,001
DFE Basic Need Grant	2,223	419
DfCM&S Broadband Delivery UK Funding	-	326
DFT Maintenance Grant	-	292
Heritage Lottery Fund	-	174
Lawn Tennis Association Contribution	-	131
Regional Growth Fund	10,049	-
Devolved Formula Capital Grant - School Contributions	677	-
DCLG City Deal for LLEP	200	-
DFT Cleaner Bus Technology Grant	92	-
Others	-	33
Total Credited to Services	22,230	19,366

	2015/16 £000	2016/17 £000
Credited to Taxation & Non-Specific Grant Income		
Local Growth Fund	18,931	14,892
DFE Basic Need Grant	4,380	6,513
DFE Capital Maintenance Grant	3,874	3,583
DFT Integrated Transport Grant	2,556	2,556
DFT Maintenance Grant	3,541	2,395
IBM Contributions	-	2,179
De Montfort University Contributions	175	1,755
Heritage Lottery Fund	59	504
European Regional Development Fund	4,155	396
DFT Pothole Monies	-	213
DFT Capital Incentive Fund	-	146
Lawn Tennis Association Contribution	-	93
DFT Severe Weather Fund	-	92
LLEP Grants	-	80
Insurance Proceeds re Catherine Junior School	1,500	-
Adult Social Care Grant	876	-
DfCM&S Broadband Delivery UK Funding	626	-
DFT Local Sustainable Transport Fund	83	-
DEFRA Grants	31	-
S106 Contributions	29	-
Leicestershire County Council Contributions	20	-
Leicester Cathedral Contributions	18	-
Other	84	126
Total Credited to Taxation & Non-Specific Grant Income	40,938	35,523

Capital grants received in advance

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

	2015/16 £000	2016/17 £000
Capital Grants Receipts in Advance		
DFE Basic Need Grant	-	5,576
Devolved Formula Capital Grant	2,962	3,242
S106 Contributions	10	3,206
Public Health Grants		268
DFT Bus Pinch Point Grant	184	184
DFT Cleaner Bus Technology Grant	92	-
DFT Local Sustainable Transport Fund	13	-
Others	(28)	(25)
Total Capital Grants Receipts in Advance	3,233	12,451
Capital Receipts not Recognised	665	554
Total Received in Advance	3,898	13,005

Revenue grants recognised in the year

	2015/16 £000	2016/17 £000
Credited to Taxation & Non-Specific Grant Income		
Revenue Support Grant	78,161	62,398
Section 31 Grants	4,538	3,636
Local Services Support Grant	93	-
New Homes Bonus Scheme	7,585	9,365
Other	12	-
Total Credited to Taxation & Non-Specific Grant Income	90,389	75,399
Credited to Services		
Children's and Education Services		
Pupil Premium	18,636	17,224
Dedicated Schools Grant (see note 28)	260,267	252,614
Other Education	33,082	32,973
Adults and Housing		
Other Adults and Housing	4,206	848
Public Health		
Public Health Grant	24,578	28,214
Other Public Health	-	465
City Development, Neighbourhoods & Housing		
Waste PFI	2,074	2,046
Other City Development and Neighbourhoods	3,185	2,240
Corporate and Resources		
Housing Benefit Subsidies	134,350	127,105
Housing Benefit & Council Tax benefit Admin Grant	2,031	1,709
Community Care Grant	813	694
Elections	696	967
Waste PFI	517	545
Other Corporate and Resources	601	1,893
Total Credited to Services	485,036	469,537
Total Recognised in Year	575,425	544,936

Revenue grants received in advance

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

	2015/16 £000	2016/17 £000
Children's and Education Services		
Early Intervention Grant	2,915	-
Other Education	9,003	6,281
Adult Social Care		
Social Care Reform	518	518
Other Adults and Housing	2,443	3,109
City Development, Neighbourhoods & Housing		
City Development and Neighbourhoods	1,689	1,481
Corporate and Resources		
Other Corporate Resources	-	74
Public Health		
Other Public Health	-	12
Total Receipts in Advance	16,568	11,475

28. 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). DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools' Budget, as defined in the Schools and Early Years Finance (England) Regulations 2014. The Schools' Budget includes elements for a range of educational services provided on a council 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 DSG receivable for 2016/17 are as follows:

2016/17	Central Expenditure £000	Individual Schools Budget £000	Total £000
Final DSG for 2016/17 before Academy recoupment			292,210
Academy figure recouped for 2016/17			(42,096)
Total DSG after Academy recoupment for 2016/17			250,114
Brought forward from 2015/16			16,705
Final budgeted distribution for 2016/17	62,514	204,305	266,819
Actual central expenditure for the year	(48,309)	-	(48,309)
Actual ISB deployed to schools	-	(204,305)	(204,305)
Carry forward to 2017/18	14,205	-	14,205

2015/16 Comparative Information	Central Expenditure £000	Individual Schools Budget £000	Total £000
Final DSG for 2015/16 before Academy recoupment			274,355
Academy figure recouped for 2015/16			(17,208)
Total DSG after Academy recoupment for 2015/16			257,147
Brought forward from 2014/15			19,802
Final budgeted distribution for 2015/16	62,276	214,673	276,949
Actual central expenditure for the year	(45,571)	-	(45,571)
Actual ISB deployed to schools	-	(214,673)	(214,673)
Carry forward to 2016/17	16,705	-	16,705

29. Pooled Budgets

The Council has entered into the following pooled budget arrangements under Section 75 of the Health Act 2006:

Supply of Community Equipment

This is an arrangement for the supply of community equipment with Leicestershire County Council, Rutland County Council and the three Clinical Commissioning Groups (CCGs) in the areas covered by the councils. Leicester City Council acts as the host partner.

The Council contributed £0.85m (Adult Social Care contribution of £0.77m and Education contribution of £0.08m) to the pool during 2016/17 (£0.92m in 2015/16 of which Adult Social Care contributed £0.89m and Education contributed £0.03m) and this expenditure is also included in the Adult Social Care line and the Education line of the Comprehensive Income and Expenditure Statement.

	2015/16 £000	2016/17 £000
Funding provided to the pooled budget:		
Leicester City Council	920	850
Leicestershire County Council	1,462	1,196
Rutland County Council	93	86
Leicester City CCG	1,229	1,268
East Leicestershire and Rutland CCG	1,356	1,188
West Leicestershire CCG	1,408	1,110
Total Funding provided to the pooled budget	6,468	5,698
Total Expenditure met from the pooled budget	6,468	5,698

Drugs and Alcohol Pooled Budget

Prior to 2016/17 Leicester City Council were the host and responsible body for managing funding from the National Offender Management Service for Leicestershire & Rutland County Councils and Police and Crime Commissioner. The service commissioned a range of health and social care interventions for individuals with problematic substance misuse issues. The City Council contributed £6.3m from the Public Health grant to the pool during 2015/16 and this expenditure was included in the Health Improvement and Wellbeing line of the Comprehensive Income and Expenditure Statement.

In 2016/17, a new contract commenced for the Substance Misuse Service which focussed on city wide services rather than previous contract, meaning that the Council were no longer part of a pooled budget arrangement.

Better Care Fund

This is an arrangement between Leicester City Council and the NHS Leicester City Clinical Commissioning Group (LCCCG) to meet the aims and benefits prescribed in the section 75 agreement by delivering a robust and more integrated service between health and social care.

The Council acts as the host partner. The Better Care Fund (BCF) has been established by the Government to provide funds to local areas to support the integration of health and social care. The grant is to be used for the purposes of meeting adult social care needs; reducing pressures on the NHS including supporting more people to be discharged from hospital when they are ready; and ensuring that the local social care provider market is supported. It is a requirement of the BCF that the LCCCG and the Council establish a pooled fund/budget for this purpose.

In 2016/17, total revenue funds of £22.7m were pooled, of which, £4.6m was attributed to LCCCG, £2.8m was attributed to Leicestershire Partnership Trust (LPT) and £14.4m was attributed to the Council. During the year, LCCCG underspent its budget by £2.3m. The cost of services provided and managed by the Council are included in the Adult Social Care line of the Comprehensive Income and Expenditure Statement.

Also included in the pool is £1m capital grant coming from Disabled Facilities Grant from the Department for Communities and Local Government. The DFG grant is allocated to the Housing department and the Social Care Capital Grant is allocated to Adult Social Care.

	2015/16 £000	2016/17 £000
<u>Income</u>		
Revenue	21,384	22,714
Capital	1,877	1,001
Total Income	23,261	23,715
<u>Expenditure</u>		
<u>Revenue</u>		
Actual Spend incurred by LCC managed schemes	14,496	14,437
Actual Spend incurred by LCCCG & LPT (Leicestershire Partnership Trust)	6,238	5,059
Social Care Grant	-	853
Total Revenue Expenditure	20,734	20,349
<u>Capital</u>		
DFG allocated to Housing Services capital programme	1,001	1,001
Social Care Grant allocated to Adult Social Care capital programme	876	-
Total Capital Expenditure	1,877	1,001
Total Expenditure	22,611	21,350
<u>Net outturn over/(under) spend:</u>		
Revenue	(650)	(2,365)
Capital	-	-

30. Trading Operations

The net surpluses and deficits of the Council's trading operations are shown in the Comprehensive Income and Expenditure Statement. This note provides a more detailed breakdown of the financial performance of these trading activities. The Council manages three trading operations which provide internal support to front line services. Trading operations are given a targeted budget position to work towards, which may be a surplus, deficit or break-even.

	2015/16			2016/17		
	Turnover	Expenditure	(Surplus)/ Deficit	Turnover	Expenditure	(Surplus)/ Deficit
	£000	£000	£000	£000	£000	£000
City Catering	(8,025)	8,025	-	(6,634)	6,634	-
City Highways	(8,686)	8,832	146	(8,927)	8,921	(6)
City Transport Fleet	(4,650)	4,762	112	-	-	-
Passenger and Transport	(287)	176	(111)	(354)	242	(112)
I.T. Services	(1,132)	1,010	(122)	-	-	-
Total	(22,780)	22,805	25	(15,915)	15,797	(118)

City Catering

The Council owns and manages the City Catering Service, generating income from catering services, including those provided to schools. Management of the service is provided by an in-house team.

City Highways

City Highways undertakes highway maintenance and construction activities ranging in scope from small repairs to large projects such as the City Centre paving works and also some work requested by external organisations. City Highways provides the Council's winter maintenance road gritting service and the Council's land drainage service. In addition the service acts as the Council's initial emergency responder to flooding, drainage and highway incidents and provides an out-of-hours emergency standby service in this respect.

City Transport Fleet

This was longer a traded operation during 2016/17.

Passenger and Transport Services

Passenger and Transport Services provide a specialist operational transport service to social and community groups for example meals on wheels and special needs education clients.

I.T Services

This was longer a traded operation during 2016/17.

31. Agency Services

The Council provides payroll services for Harborough District Council and various academy schools involving the following expenses and charges:

	2015/16 £000	2016/17 £000
Expenditure incurred in providing payroll services to Leicester City Academy Schools	20.0	82.8
Amount charged to Leicester City Academy Schools	(20.0)	(82.8)
Net Surplus	-	-

	2015/16 £000	2016/17 £000
Expenditure incurred in providing payroll services to Harborough District Council	10.2	13.3
Amount charged to Harborough District Council	(10.2)	(13.3)
Net Surplus	-	-

32. External Audit Costs

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

	2015/16 Restated £000	2016/17 £000
Fees payable with regard to external audit services carried out by the appointed auditor for the year	147	147
Fees payable for the certification of grant claims and returns for the	58	53
Fees payable in respect of other services provided during the year	25	11
Total	230	211

Notes Relating to the Council's Property and Other Non-Financial Assets

The notes in this section provide information on the Council's property and other non-financial assets by detailing:

- Changes in the value of Property, Plant & Equipment assets in the year, whether due to acquisition, disposal, impairment or revaluation
- Information on the value and nature of other asset classes including intangible assets (such as software licenses), heritage assets (items of civic interest held on behalf of the city) and assets acquired or disposed of under lease arrangements
- Information on assets the Council recognises as provided under Private Finance Initiative (PFI) schemes, including the Building Schools for the Future scheme

They will assist readers in gaining greater understanding of the assets used to deliver the Council's services and how the Council's asset base has changed in the year.

33. Property, Plant and Equipment

The first table in this note illustrates the change in the value of the Council's property, plant and equipment assets during 2016/17. The note subsequently provides additional detail on the basis for valuations of these assets and future capital expenditure already committed.

Movements on Balances in 2016/17	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture and Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment	Service Concession Assets Included in Property, Plant and Equipment
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Cost or Valuation									
At 1st April 2016	661,328	1,418,843	82,836	268,278	3,275	95,306	23,370	2,276,236	114,198
Additions	19,313	21,092	1,793	15,746	2,382	6,760	188	67,274	579
Revaluation Increases/(Decreases) recognised in the Revaluation Reserve	2,000	28,575	3,195	-	97	(5,736)	-	28,131	5,040
Revaluation Increases/(Decreases) recognised in the Surplus/Deficit on the Provision of Services	186,919	(78,913)	(174)	(12,179)	(2,897)	(2,318)	-	90,438	(372)
De-recognition – disposals	(19,800)	(42,995)	-	-	-	-	-	(62,795)	-
Assets reclassified (to)/from Held for Sale	-	(2,661)	-	-	-	(2,951)	-	(5,612)	-
Assets reclassified to Intangible Assets	-	-	-	-	-	-	(172)	(172)	-
Asset reclassified (other)	-	24,261	937	(1,175)	-	(825)	(23,198)	-	-
Other movements in cost or valuation	-	-	-	-	-	-	-	-	-
As at 31st March 2017	849,760	1,091,202	88,587	270,670	2,857	90,236	188	2,393,500	119,445
Accumulated Depreciation & Impairment									
At 1st April 2016	-	(28,372)	(55,142)	(48,892)	(6)	(31)	-	(132,443)	(7,948)
Depreciation Charge	(7,199)	(22,215)	(6,118)	(6,720)	-	(13)	-	(42,265)	(4,678)
Depreciation written out to the Revaluation Reserve	69	13,844	6,752	-	-	17	-	20,682	1,490
Depreciation written out to the Surplus/Deficit on the provision of services	7,130	5,235	-	-	-	-	-	12,365	12
De-recognition – disposals	-	1,551	-	30	-	7	-	1,588	-
Assets reclassified to/(from) Held for Sale	-	32	-	-	-	(1)	-	31	-
As at 31st March 2017	-	(29,925)	(54,508)	(55,582)	(6)	(21)	-	(140,042)	(11,124)
Net Book Value as at 31st March 2017	849,760	1,061,277	34,079	215,088	2,851	90,215	188	2,253,458	108,321
As at 1st April 2016	661,328	1,113,471	27,694	219,386	3,269	95,275	23,370	2,143,793	106,250

2015/16 Comparative Movements	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture and Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total Property, Plant and Equipment	Service Concession Assets Included in Property, Plant and Equipment
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Cost or Valuation									
At 1st April 2015	630,632	1,138,571	80,139	258,166	1,956	82,845	10,023	2,202,332	99,070
Additions	24,049	22,808	3,676	23,645	103	5,695	13,410	93,386	-
Revaluation Increases/(Decreases) recognised in the Revaluation Reserve	-	106,450	-	-	310	4,690	-	111,450	5,086
Revaluation Increases/(Decreases) recognised in the Surplus/Deficit on the Provision of Services	15,206	(72,364)	(979)	(13,320)	(24)	(5,384)	(63)	(77,118)	10,042
De-recognition – disposals	(8,559)	(43,856)	-	-	-	(181)	-	(54,226)	-
Assets reclassified (to)/from Held for Sale	-	-	-	-	-	841	-	841	-
Asset reclassified (other)	-	(9,337)	-	(213)	120	8,430	-	-	-
Other movements in cost or valuation	-	(429)	-	-	-	-	-	(429)	-
As at 31st March 2016	661,328	1,141,843	82,836	268,278	3,275	95,306	23,370	2,276,236	114,198
Accumulated Depreciation & Impairment									
At 1st April 2015	(6,797)	(47,147)	(47,961)	(42,642)	-	(144)	-	(144,691)	(10,861)
Depreciation Charge	(6,796)	(18,002)	(7,181)	(6,253)	-	(170)	-	(38,402)	(3,720)
Depreciation written out to the Revaluation Reserve	-	25,548	-	-	-	34	-	25,582	5,523
Depreciation written out to the Surplus/Deficit on the provision of services	13,593	10,479	-	-	10	43	-	24,125	1,110
De-recognition – disposals	-	321	-	3	(16)	206	-	514	-
Other movements in depreciation	-	429	-	-	-	-	-	429	-
As at 31st March 2016	-	(28,372)	(55,142)	(48,892)	(6)	(31)	-	(132,443)	(7,948)
Net Book Value as at 31st March 2016	661,328	1,113,471	27,694	219,386	3,269	95,275	23,370	2,143,793	106,250
As at 1st April 2015	623,835	1,091,424	32,178	215,524	1,956	82,701	10,023	2,057,641	88,209

Depreciation

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

- Council Dwellings – between 25-75 years
- Other Land and Buildings – up to 50 years, depending on the asset
- Vehicles, Plant, Furniture & Equipment – 5-7 years
- Infrastructure – 40 years

Capital Commitments

At 31st March 2017, the Council has entered into a number of contracts for the construction or enhancement of Property, Plant and Equipment in 2017/18 and 2018/19. Similar commitments at 31st March 2016 were £15.3m. The major commitments are:

Contract for Capital Investment	Period	£000
Charter Street Bridge	2017-18	1,259
Mill Lane Pedestrianisation	2017-18	618
Street Lighting	2017-18	400
BSF - residual works	2017-18	313
Finance & HR systems	2017-18	301
Ride Leicester Cycle Hub - New College	2017-18	236
Haymarket Bus Station	2017-18	224
Beaumont Leys School	2017-18	219
BSF - remedial works	2017-18	132
Victoria Park - Centenary Walk and Gates	2017-18	119
Total		3,821

Commitments relating to Finance Lease and PFI type schemes are included in Notes 40 and 41.

Revaluations

The Council carries out a rolling programme that ensures that all property and land (subject to a de minimis of £10k for asset values) required to be measured at current value is revalued at least every five years. There are some exceptions to this rule and these appear in the table below.

In practice all property and land assets that are valued using Fair Value are subject to annual review. They are initially valued as at the 1st April of the financial year but are adjusted if appropriate to ensure that the valuation is still accurate at the financial year end.

Valuations of Council Dwellings are carried out by a specialist external valuer each year. All other valuations were carried out internally. The officer who carried out these valuations is an accredited valuer chartered member of the Royal Institution of Chartered Surveyors (RICS).

Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of RICS. Valuations of the majority of vehicles, plant, equipment and furniture, and of infrastructure, are based on historical cost.

2016/17 Valuation Dates	Council Dwellings	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Infrastructure Assets	Community Assets	Surplus Assets	Assets Under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Carried at historical cost	-	16,630	22,450	214,053	41	4,929	188	258,291
Valued at fair or nominal value as at:								
Pre 1st April 2009	-	107	-	-	18	-	-	125
1st April 2009	-	913	-	-	456	-	-	1,369
1st April 2010	-	1,492	-	-	-	-	-	1,492
1st April 2011	-	1,088	332	-	-	-	-	1,420
1st April 2012	-	34,096	-	483	390	-	-	34,969
1st April 2013	-	29,408	-	-	713	199	-	30,320
1st April 2014	-	35,027	-	552	419	-	-	35,998
1st April 2015	-	58,666	-	-	601	4,067	-	63,334
1st April 2016	-	883,850	11,297	-	213	81,020	-	976,380
Valued @ 31 March 2017	849,760	-	-	-	-	-	-	849,760
Total	849,760	1,061,277	34,079	215,088	2,851	90,215	188	2,253,458

The valuations have been made on the following assumptions:

- a. No high alumina cement, asbestos or other deleterious material was used in the construction of any property and that none has been subsequently incorporated.
- b. As regards asbestos, the Council maintains a register of those properties that contain asbestos as part of an active management programme. The impact on valuation has therefore been disregarded.
- c. That the properties are not subject to any unusual or especially onerous restrictions, encumbrances or outgoings and that good title can be shown.
- d. That the properties and their values are unaffected by any matters which would be revealed by a local search or inspection of any register and that the use and occupation are both legal.
- e. That there are no adverse soil and ground conditions and that there is no effect from contaminated land.
- f. That no allowances have been made for any rights, obligations or liabilities arising from the Defective Premises Act 1972, The Equalities Act 2010, Health & Safety at Work Act or the Offices, Shops and Railway Premises Act or any amended legislation.
- g. That inspection of those parts which have not been inspected would not cause us to alter our opinion or value.

The valuation of Council Dwellings is based on guidance issued by the Department of Communities and Local Government for stock valuation.

34. Investment Properties

The Code of Practice on Local Authority Accounting 2016/17 defines Investment Properties as those "...used solely to earn rentals or for capital appreciation or both." All the land or buildings that the Council holds are for economic support reasons even if they earn rentals or appreciate over time. Accordingly no investment properties are identified in the Balance Sheet.

35. Intangible Assets

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

At present all of the Council's intangible assets are amortised over 5 years on a straight-line basis.

None of the Council's intangible assets have been internally generated.

	2015/16 £000	2016/17 £000
Balance at 1st April		
Gross Carrying Amounts	3,107	3,108
Accumulated Amortisation	(1,316)	(1,906)
Net carrying amount at start of year	1,791	1,202
Additions (Purchases)	310	1,786
Impairment losses recognised in the Surplus/Deficit on the Provision of Services	(309)	(1,400)
Write-out of impairment amortisation	-	1,319
Reclassified from other asset classifications	-	172
Amortisation applied in Year	(590)	(452)
Gross Carrying Amount at 31st March	3,108	3,666
Accumulated Amortisation	(1,906)	(1,039)
Net Carrying Amount at 31st March	1,202	2,627

36. Heritage Assets

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

Movement on Balances 2016/17	Buildings £000	Civic Silver £000	Museum Exhibits £000	Statues & Monuments £000	Total Assets £000
Cost or Valuation					
At 1st April 2016	2,657	1,471	99,012	5,876	109,016
Additions	-	-	380	-	380
Disposals	-	-	(12)	-	(12)
Revaluations	(24)	(16)	(291)	-	(331)
As at 31st March 2017	2,633	1,455	99,089	5,876	109,053
2015/16 Comparative Movements					
2015/16 Comparative Movements	Buildings £000	Civic Silver £000	Museum Exhibits £000	Statues & Monuments £000	Total Assets £000
Cost or Valuation					
At 1st April 2015	2,657	1,471	71,391	5,876	81,395
Additions	-	-	1,266	-	1,266
Disposals	-	-	(43)	-	(43)
Revaluations	-	-	26,398	-	26,398
As at 31st March 2016	2,657	1,471	99,012	5,876	109,016

Heritage Buildings

These include the Magazine, Abbey House and the Great Hall at the Castle. The land and buildings relating to these assets are included as part of the 5 year revaluation cycle employed by the Council. However, none of these assets are charged depreciation as per our stated accounting policy on Heritage Assets (included in Section 6). Some buildings that are part of Leicester's heritage are included within the categories contained in Note 33 – a distinction is made between buildings that are used for operational purposes and those that are not. As at 31st March 2017 these buildings had a net book value of £2.6m as agreed by the Council's valuer.

Civic Silver

The civic silver and other mayoral regalia was previously classified as a Community Asset. It was re-valued during 2016/17 and as at the 31st March 2017 had a net book value of £1.5m.

Museum Exhibits

Leicester City Council operates five complementary museums in the City. Museum exhibits are included in the Balance Sheet at insurance value. Some of the City

Council's museum exhibits collection are displayed at the King Richard III visitor centre and form part of the overall valuation included in the Balance Sheet.

Additions to the exhibits collection are initially included at historical cost and are then included in periodic insurance revaluations. As at 31st March 2017 exhibits were included in the Balance Sheet at £99m.

Whilst insurance value provides the best estimate as to the fair value of museum exhibits it does have its limitations as not all of the Council's Heritage Assets may be disclosed. There are (circa) two million heritage assets which are managed in accordance with the policies and procedures that are approved by the Council in line with nationally and internationally agreed standards.

The museum sites are accredited museums, meaning they meet standards approved by the Arts Council on behalf of the Department for Culture, Media and Sport for collections care, visitor experience and organisational health.

The Council's latest Collections Development Policy covers the period 2014-17.

Information is provided on the Council's web site www.leicester.gov.uk/museums

Statues and Monuments

The Council has responsibility for a number of statues and monuments. A number of the more significant assets are included at insurance values. The rest are included at a nominal value as per our stated accounting policy on Heritage Assets (included in Section 6). As a result a total value of £5.9m is held on the Balance Sheet at 31st March 2017.

37. Assets Held for Sale

	2015/16 £000	2016/17 £000
Balance at 1st April	17,985	10,073
Property, Plant and Equipment newly classified as held for sale	163	9,647
Property, Plant and Equipment declassified as held for sale	(1,004)	(4,066)
Assets Sold	(6,985)	(645)
Other Movements	(86)	(427)
Balance at 31st March	10,073	14,582

As at the 31st March 2017 the Council had a total of £14.6m assets defined as held for sale. These are shown separately on the Balance Sheet and the assets meet the criteria of the code.

38. Impairment Losses

There were no material impairment losses of assets during the year.

39. Construction Contracts

At 31st March 2017 the City Council had no significant construction contracts (contracts being managed on behalf of other parties) in progress.

40. Leases

Council as Lessee

Finance Leases

The Council has acquired a number of assets under finance leases, including various buildings and IT equipment. The assets acquired under these leases are carried as Property, Plant and Equipment in the Balance Sheet at the following net amounts:

	31st March 2016 £000	31st March 2017 £000
Other Land and Buildings	7,206	5,980
Vehicles, Plant and Equipment	319	412
Total	7,525	6,392

The Council is committed to making 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 are made up of the following amounts:

	31st March 2016 £000	31st March 2017 £000
Finance lease liabilities	6,646	7,009
Finance costs payable in future years	15,621	15,228
Total minimum lease payments	22,267	22,237

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

	Minimum Lease Payments		Finance Lease Liabilities	
	31st March 2016 £000	31st March 2017 £000	31st March 2016 £000	31st March 2017 £000
Within one year	550	343	129	(89)
Within 2 to 5 years	2,045	1,743	372	62
Later than 5 years	19,672	20,151	6,145	7,036
Total	22,267	22,237	6,646	7,009

Operating Leases

The Council leases a number of buildings for operational use. The future minimum lease payments due under non-cancellable leases in future years are:

	31st March 2017 £000
Not later than one year	909
Later than one year and not later than 5 years	3,120
Later than 5 years	2,680
Total	6,709

Council as Lessor

Finance Leases

The Council has leased out property at 40-50 High Street and land at Barkby Road on finance leases. These leases are on peppercorn annual payments and so no income has been included in the accounts. There are no contingent rents in these leases. The Council has also leased out four other properties on a finance lease where a rental is payable.

Finance Lease Debtor	31st March 2017 £000
Current	16
Non-current	508
Unearned finance income	469
Gross Investment in the lease	993

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

Minimum Lease Payments	31st March 2017 £000
Within one year	33
Within 2 to 5 years	133
Later than 5 years	827
Total	993

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

Operating Leases

The Council leases out a number of buildings for economic support purposes. The future minimum lease payments due under non-cancellable leases in future years are:

	Restated 31st March 2016 £000	31st March 2017 £000
Not later than one year	4,108	4,499
Later than one year and not later than 5 years	11,681	13,322
Later than 5 years	79,073	84,055
Total	94,862	101,876

The figures in the table above for the position at 31st March 2016 have been restated from those in the 2015/16 Statement of Accounts. A significant individual asset had been inadvertently omitted. 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.

41. Private Finance Initiatives and Service Concession Arrangements

Integrated Waste Management Service

In 2003, the Council entered into a 25 year contract valued in excess of £300m with Biffa (Leicester) Ltd under the PFI scheme. The arrangement, which became operational in 2004, covers the collection, treatment and disposal of city residents' waste. The contractor took on the obligation to provide assets required to deliver these services, including a recycling facility, purpose-built anaerobic digester for organic waste, and vehicles used in the waste collection and recycling services. At the end of the contract, the assets will be transferred to the Council for nil consideration.

2016/17 was the fourteenth year of the operation of the contract, costing £13.9m (£13.6m in 2015/16).

Property Plant and Equipment

The assets used to provide the waste management service are provided by the operator, but are recognised on the Council's Balance Sheet.

	Other Land & Buildings £000	Vehicles, Plant & Equipment £000	Total £000
Balance at 1st April 2016	15,418	2,610	18,028
Additions	-	140	140
Depreciation	(1,285)	(1,100)	(2,385)
Balance at 31st March 2017	14,133	1,650	15,783

Payments

The Council makes an agreed payment each year which is increased by inflation (based on the RPI-X measure) and can be reduced if the contractor fails to meet performance standards. Payments remaining to be made under the PFI contract at 31st March 2017 (excluding future inflation) are as follows:

	Payment for Services £000	Reimbursement of Capital Expenditure £000	Interest £000	Total £000
Within 1 year	6,531	1,944	898	9,373
Within 2 to 5 years	26,285	8,131	2,426	36,842
Within 6 to 10 years	33,416	9,972	2,730	46,118
Within 11 to 15 years	7,402	2,033	155	9,590
Total	73,634	22,080	6,209	101,923

Although the payments made to the contractor are described as unitary payments, they have been calculated to compensate the contractor for the fair value of the services they provide, the capital expenditure incurred and interest payable whilst the capital expenditure remains to be reimbursed.

The liability outstanding to the contractor for capital expenditure incurred is as follows:

	2015/16 £000	2016/17 £000
Balance outstanding at 1st April	10,993	8,945
Payments during the year	(2,048)	(1,941)
Additions	-	140
Balance at 31st March	8,945	7,144

Building Schools for the Future – Phase 1 - Rebuild of Judgemeadow and Soar Valley Community Colleges

In December 2007, the Council entered into a 25-year contract with Leicester BSF Company 1 Limited under a PFI scheme. The contractor was to design, build, finance and operate, on the existing sites, replacement buildings for two community colleges – Judgemeadow and Soar Valley – valued at £34.9m (on completion of the rebuild in 2009). At the end of the contract, as things stand, all assets will revert to Council control. Under the Government's current policies the trend of more schools becoming academies is likely to continue. If any PFI schools convert, the Council will continue to make payments under this contract from a combination of PFI credits and contributions from schools. At conversion the assets would transfer to the academy. The rebuild for phase 1 was completed in 2009, and 2016/17 was therefore the eighth year of the operation of the contract costing £6.5m.

Property Plant and Equipment

The assets used to provide the service are recognised on the Council's Balance Sheet. The value of fixed assets included within the contract, and an analysis of the movement in those values, are shown below:

	Other Land & Buildings £000
Balance at 1st April 2016	36,271
Revaluations	3,711
Depreciation	(874)
Balance at 31st March 2017	39,108

Payments

The Council makes an agreed payment each year which is increased by inflation (based on the RPI-X measure) and can be reduced if the contractor fails to meet performance standards. Payments remaining to be made under the PFI contract at 31st March 2017 are as follows:

	Payment for Services £000	Reimbursement of Capital Expenditure £000	Interest £000	Total £000
Within 1 year	1,584	858	2,637	5,079
Within 2 to 5 years	6,397	3,322	9,886	19,605
Within 6 to 10 years	7,921	7,326	10,113	25,360
Within 11 to 15 years	7,951	10,567	6,395	24,913
Within 16 to 20 years	3,433	7,295	1,055	11,783
Total	27,286	29,368	30,086	86,740

Although the payments made to the contractor are described as unitary payments, they have been calculated to compensate the contractor for the fair value of the services they provide, the capital expenditure incurred and interest payable whilst the capital expenditure remains to be reimbursed. The liability outstanding to the contractor for capital expenditure incurred is as follows:

	2015/16 £000	2016/17 £000
Balance outstanding at 1st April	31,681	30,510
Payments during the year	(1,171)	(1,142)
Balance at 31st March	30,510	29,368

Building Schools for the Future – Phase 2 - Rebuild of Crown Hills and City Of Leicester Community Colleges

On 31st March 2012 the City Council committed to a new joint PFI project scheme for the re-building of Crown Hills and City of Leicester Community Colleges. The Council is contracted to Leicester BSF Company 2 Limited for 25 years. The new schools became operational at the end of October 2013 with construction costs of £44.6m. At the end of the contract, as things stand, all assets will revert to City Council control. Under the Government's current policies the trend of more schools becoming academies is likely to continue. If any PFI schools convert, the Council will continue

to make payments under this contract from a combination of PFI credits and contributions from schools. At conversion assets would transfer to the academy. 2016/17 was the fourth year of the operation of the contract costing £6.6m.

Property Plant and Equipment

The assets used to provide the service are recognised on the Council's Balance Sheet. The value of fixed assets is shown below:

	Other Land & Buildings £000
Balance at 1st April 2016	43,011
Revaluations/(Impairment)	2,898
Depreciation	(1,012)
Balance at 31 March 2017	44,897

Payments

The Council makes an agreed payment each year which is increased by inflation (based on the RPI-X measure) and can be reduced if the contractor fails to meet performance standards. Payments remaining to be made under the PFI contract at 31st March 2017 are as follows:

	Payment for Services £000	Reimbursement of Capital Expenditure £000	Interest £000	Lifecycle Capital Replacement Costs £000	Total £000
Within 1 year	1,969	1,328	2,783	148	6,228
Within 2 to 5 years	7,876	5,315	10,226	1,491	24,908
Within 6 to 10 years	9,844	6,702	10,740	3,849	31,135
Within 11 to 15 years	9,844	9,221	8,152	3,918	31,135
Within 16 to 20 years	9,844	13,407	4,482	3,402	31,135
Within 21 to 25 years	3,119	4,546	388	1,813	9,866
Total	42,496	40,519	36,771	14,621	134,407

The liability outstanding to the contractor for capital expenditure incurred is as follows:

	2015/16 £000	2016/17 £000
Balance outstanding at 1st April	42,992	41,794
Payments during the year	(1,198)	(1,275)
Balance at 31st March	41,794	40,519

District Energy Heating & Combined Heat Power Scheme

On 14th January 2011 the Council signed an agreement with Leicester District Energy Company Ltd (LDEC Ltd) for the implementation and provision of a district heating and combined heat and power scheme in Leicester.

The scheme involves the replacement of existing heating boilers, the use of existing heating networks and the construction of additional heating networks in the City Centre and some outer Council estates. Leicester University are part of the scheme and their heating and electricity networks are linked into the overall network scheme. The scheme came on stream during 2012/13 although one phase (Aikman Avenue) has yet to be completed.

The Council is paying charges to LDEC Ltd based on three elements:

- a. Fixed Charges for Heat and Electricity – these include the capital costs of the scheme,
- b. Unit Charges for Heat and Electricity – these are based on actual consumption of heat and energy and the current purchase price of fuel and
- c. Performance Charges for Heat and Electricity – these are based on performance targets and will be reduced where these are not met.

The initial capital investment made by LDEC Ltd for the whole scheme was £13.7m, of which £935k was funded by a CESP (Community Energy Saving Programme) Grant from LDEC Ltd's parent company, GDF Suez, who are an energy provider.

Property Plant and Equipment

The assets used to provide the service and directly attributable to the City Council are recognised on the Council's Balance Sheet. The value of fixed assets attributable to the Council and operational as at 31st March 2017 are shown below:

	Vehicles, Plant & Equipment £000
Balance at 1st April 2016	8,940
Depreciation	(408)
Balance at 31st March 2017	8,532

Payments

The Council will make payments each year which will be increased by inflation (based on a number of inflation measures) and can be reduced if the contractor fails to meet performance standards. Payments (substantially based on assumed levels of energy consumption) scheduled to be made under the contract at 31st March 2017 (excluding future inflation increases and the final phase which has yet to be completed) are as follows:

	Payment for Services £000	Reimbursement of Capital Expenditure £000	Interest £000	Lifecycle Capital Replacement Costs £000	Total £000
Within 1 year	1,537	251	854	215	2,857
Within 2 to 5 years	7,172	784	3,427	860	12,243
Within 6 to 10 years	8,965	1,489	3,774	1,076	15,304
Within 11 to 15 years	8,965	2,362	2,902	1,076	15,305
Within 16 to 20 years	8,965	3,747	1,517	1,076	15,305
Within 21 to 25 years	1,985	728	138	108	2,959
Within 26 - 30 years	174	27	3	-	204
Total	37,763	9,388	12,615	4,411	64,177

Liability

The liability outstanding to the contractor for capital expenditure incurred up to 31st March 2017 is as per the following table:

	2015/16 £000	2016/17 £000
Liability for capital expenditure incurred for operational phases	9,243	8,975
Payments during the year	(268)	(137)
Balance at 31st March	8,975	8,838

Under the terms of the agreement, at the end of the scheme, or, if earlier, upon termination of the agreement, LDEC Ltd will sell the boiler plant and heating network (such parts that are required to heat all of the City Council's buildings) to the City Council or to a new service provider. The term is designed to ensure that the City Council has a working district heating system at the end of the contract period. At the end of the scheme the expectation is that the sale price would be minimal.

Under the agreement the Council has granted to LDEC Ltd licence to exercise rights to use the heat network to supply heat to any third party consumer. Any such supply agreements will be co-terminus with or less than the scheme term.

42. Capitalisation of Borrowing Costs

The Council has not capitalised any of its borrowing costs during 2016/17.

Notes Relating to the Council's Working Capital, Financial Assets and Liabilities

The notes in this section provide information on the Council's financial assets and liabilities. These are the result of the Council's day to day operations and represent the cash held by the Council to finance its activities, or liabilities incurred in the course of these.

The notes cover:

- Financial instruments including investments and borrowing incurred in the course of the Council's activities
- An overview of the main risks affecting the Council in relation to financial instruments
- Details of the value of the Council's working capital assets including inventories, debtors and cash or cash equivalents
- Details of financial liabilities, particularly creditors
- Notes supporting the Cash Flow Statement illustrating how the Council's cash position has changed during 2016/17

They will assist readers in gaining greater understanding of the way that Council uses cash and other working capital to facilitate its day to day operations and the risks that the Council considers when managing its financial assets.

43. Financial Instruments

(a) Financial Instruments - Classifications

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Non-exchange transactions, such as those relating to taxes and government grants, do not give rise to financial instruments.

The overall accounting policy for financial instruments, including the application of Fair Value, is detailed in Section 6 – Accounting Policies, but more detailed information is provided within this note.

The use of Fair Value also gives rise to potential estimation uncertainty, detailed further in Note 14.

Not all assets and liabilities held on the balance sheet are counted as financial instruments. The table below indicates which elements of the Balance Sheet are explained within this note.

Category	Amount 31st March 2016 £000	Amount 31st March 2017 £000	Comment / Reference
Long Term Investments			
Amount in Balance Sheet	24,785	4,990	
Amounts covered in Note 43:	17,000	4,990	This note - section B Table 2
Amounts covered in other notes	7,785	-	Note 7 - HomeCome
Short Term Investments			
Amount in Balance Sheet	127,351	168,026	
Amounts covered in Note 43:	127,351	168,026	This note - section B Table 2
Amounts covered in other notes	-	-	Not applicable
Short Term Borrowing			
Amount in Balance Sheet	3,468	9,234	
Amounts covered in Note 43:	3,468	9,234	This note - section B Table 1
Amounts covered in other notes	-	-	Not applicable
Long Term Borrowing			
Amount in Balance Sheet	243,096	243,063	
Amounts covered in Note 43:	243,096	243,063	This note - section B Table 1
Amounts covered in other notes	-	-	Not applicable
Other Long Term Liabilities			
Amount in Balance Sheet	650,053	770,227	
Amounts covered in Note 43:	119,135	114,532	This note - section B Table 1
Amounts not covered in Note 43:			
Liability related to defined benefit pension schemes	530,775	655,450	Note 12 - Defined Benefit Pensions
Amounts related to Bonds	143	245	Not separately disclosed

Financial Liabilities

A financial liability is an obligation to transfer economic benefits controlled by the Council and can be represented by a contractual obligation to deliver cash or financial assets or an obligation to exchange financial assets and liabilities with another entity that is potentially unfavourable to the Council. The Council's non-derivative financial liabilities held during the year are measured at amortised cost and comprised:

- long-term loans from the Public Works Loan Board and commercial lenders
- finance leases detailed in Note 40
- Private Finance Initiative contracts detailed in Note 41
- transferred debt liability to Leicestershire County Council as a result of local government reorganisation
- trade payables for goods and services received

Financial Assets

A financial asset is a right to future economic benefits controlled by the Council that is represented by cash or other instruments or a contractual right to receive cash or another financial asset. The financial assets held by the Council during the year are held under the following two-classifications:

- Loans and receivables (financial assets that have fixed or determinable payments and are not quoted in an active market) comprising:
 - cash in hand
 - bank current and deposit accounts with Barclays bank
 - fixed term deposits with banks and building societies
 - loans to other local authorities
 - loans to local companies made for service purposes
 - trade receivables for goods and services delivered

- Available for sale financial assets (those that are quoted in an active market) comprising:
 - money market funds managed by Blackrock

(b) Financial Instruments - Balances

The financial liabilities disclosed in the Balance Sheet are analysed across the following categories:

Financial Liabilities	Long Term		Short Term	
	31st March 2016 £000	31st March 2017 £000	31st March 2016 £000	31st March 2017 £000
Loans at amortised cost:				
- Principal sum borrowed	239,359	239,342	10	7,042
- Accrued interest	-	-	2,262	2,192
- EIR adjustments	3,737	3,721	-	-
Total Borrowing	243,096	243,063	2,272	9,234
Loans at amortised cost:				
- Bank overdraft	-	-	106	-
Total Cash Overdrawn	-	-	106	-
Liabilities at amortised cost:				
- Finance leases	6,517	7,094	129	-
- PFI arrangements	85,680	81,487	4,543	4,295
- Transferred debt liability	26,344	25,384	1,196	1,058
Total Other Long-term Liabilities	118,541	113,965	5,868	5,353
Liabilities at amortised cost:				
- Trade payables	-	-	70,109	66,949
- PFI arrangements	594	567	-	-
Included in Creditors	594	567	70,109	66,949
Total Financial Liabilities	362,231	357,595	78,355	81,536

The financial assets disclosed in the Balance Sheet are analysed across the following categories:

Financial Assets	Long Term		Short Term	
	31st March 2016 £000	31st March 2017 £000	31st March 2016 £000	31st March 2017 £000
Loans and receivables:				
- Principal at amortised cost	17,000	1,097	103,500	162,500
- Accrued interest	-	-	387	519
Available-for-sale investments:				
- Principal at amortised cost	-	4,990	23,385	4,999
- Accrued interest	-	-	79	8
Total Investments	17,000	6,087	127,351	168,026
Loans and receivables:				
- Cash (including bank accounts)	-	-	581	10,336
Available-for-sale investments:				
- Cash equivalents at fair value	-	-	6,000	8,000
Total Cash and Cash Equivalents	-	-	6,581	18,336
Loans and receivables:				
- Trade receivables	-	968	38,801	34,753
- Loans made for service purpose	1,800	3,990	6,444	5,761
Included in Debtors	1,800	4,958	45,245	40,514
Total Financial Assets	18,800	11,045	179,177	226,876

(c) Financial Instruments - Gains and Losses

The gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments consist of the following items:

	Financial Liabilities	Financial Assets			
	Amortised Cost £000	Loans & Receivables £000	Available-for-Sale Assets £000	2016/17 Total £000	2015/16 Total £000
Interest expense	21,237	-	-	21,237	21,401
Interest payable and similar charges	21,237	-	-	21,237	21,401
Interest income	-	(1,174)	(221)	(1,395)	(966)
Interest and investment income	-	(1,174)	(221)	(1,395)	(966)
Net Gain/(Loss) for the Year	21,237	(1,174)	(221)	19,842	20,435

(d) Financial Instruments - Fair Values

Financial assets classified as available for sale and all derivative assets and liabilities are carried in the Balance Sheet at fair value. For most assets, including bonds, treasury bills and shares in money market funds, the fair value is taken from the market price.

For 2016/17 there was no significant difference between the initial fair value of available for sale assets and the market value at 31st March 2017 and the accounts records the initial fair value.

Financial assets classified as loans and receivables and all non-derivative financial liabilities are carried in the Balance Sheet at amortised cost. Their fair values have been estimated by calculating the net present value of the remaining contractual cash flows at 31st March 2017, using the following methods and assumptions:

- Loans borrowed by the Council have been valued by discounting the contractual cash flows over the whole life of the instrument at the appropriate market rate for local authority loans.
- The value of “Lender’s Option Borrower’s Option” (LOBO) loans have been increased by the value of the embedded options. Lenders’ options to propose an increase to the interest rate on the loan have been valued according to a proprietary model for Bermudan cancellable swaps. Borrowers’ contingent options to accept the increased rate or repay the loan have been valued at zero, on the assumption that lenders will only exercise their options when market rates have risen above the contractual loan rate.
- The fair values of other long-term loans and investments have been discounted at the market rates for similar instruments with similar remaining terms to maturity on 31st March 2017.
- The fair values of finance lease assets and liabilities and of PFI scheme liabilities have been calculated by discounting the contractual cash flows (excluding service charge elements) at the appropriate AA-rated corporate bond yield.
- No early repayment or impairment is recognised for any financial instrument.
- The fair value of short-term instruments, including trade payables and receivables, is assumed to approximate to the carrying amount and no further disclosure of these is made in this note.

Fair values as at 31st March 2017 are shown in the table below, split by their level in the fair value hierarchy:

- Level 1 – fair value is only derived from quoted prices in active markets for identical assets or liabilities, e.g. bond prices
- Level 2 – fair value is calculated from inputs other than quoted prices that are observable for the asset or liability, e.g. interest rates or yields for similar instruments
- Level 3 – fair value is determined using unobservable inputs, e.g. non-market data such as cash flow forecasts or estimated creditworthiness

The table below shows the amounts held at 31st March 2017 and the fair value reported in the 2016/17 accounts.

	Fair Value Level	31st March 2016		31st March 2017	
		Balance Sheet £000	Fair Value £000	Balance Sheet £000	Fair Value £000
<i>Financial liabilities held at amortised cost:</i>					
Long-term loans from PWLB	2	135,801	173,652	134,491	199,285
Long-term LOBO loans	2	100,888	144,082	73,004	120,937
Other long-term loans	2	-	-	26,892	36,457
Bonds issued	1	8,679	10,063	8,676	9,769
Lease payables and PFI liabilities	2	97,463	102,323	93,442	152,096
Transferred debt liabilities	2	27,544	39,054	26,442	42,662
Total		370,375	469,174	362,947	561,206
Liabilities for which fair value is not disclosed *		73,682		76,183	
Total Financial Liabilities		444,057	469,174	439,130	561,206
<i>Recorded on balance sheet as:</i>					
Short-term creditors		76,861		72,302	
Short-term borrowing		2,272		9,234	
Long-term creditors		26,893		25,384	
Long-term borrowing		243,096		243,063	
Other long-term liabilities		94,935		89,147	
Total Financial Liabilities		444,057		439,130	

* The fair value of short-term financial liabilities including trade payables is assumed to approximate to the carrying amount.

The fair value of financial liabilities held at amortised cost is higher than their balance sheet carrying amount because the Council's portfolio of loans includes a number of loans where the interest rate payable is higher than the current rates available for similar loans as at the Balance Sheet date.

	Fair Value Level	31st March 2016		31st March 2017	
		Balance Sheet £000	Fair Value £000	Balance Sheet £000	Fair Value £000
<i>Financial assets held at fair value:</i>					
Money market funds	1	6,000	6,000	8,000	8,000
Corporate, covered and government bonds	2	13,429	13,429	4,990	4,990
<i>Financial assets held at amortised cost:</i>					
Long-term loans to local authorities	2	17,000	17,000	-	-
Long-term loans to companies	3	8,244	8,232	9,751	9,751
Finance Lease	3	-	-	1,097	1,097
Long-term Debtor	3	-	-	968	968
Total		44,673	44,661	24,806	24,806
Assets for which fair value is not disclosed *		153,304		213,115	
Total Financial Assets		197,977	44,661	237,921	24,806
<i>Recorded on balance sheet as:</i>					
Long-term debtors		1,800		7,826	
Long-term investments		17,000		4,990	
Short-term debtors		45,245		38,743	
Short-term investments		127,351		168,026	
Cash and cash equivalents		6,581		18,336	
Total Financial Assets		197,977		237,921	

* The fair value of short-term financial assets including trade receivables is assumed to approximate to the carrying amount.

44. Nature and Extent of Risks arising from Financial Instruments

The Council has adopted CIPFA's Code of Practice on Treasury Management (and subsequent amendments) and complies with The Prudential Code for Capital Finance in Local Authorities (both revised in November 2011).

As part of the adoption of the Treasury Management Code, the Council approves a Treasury Management Strategy before the commencement of each financial year. The Strategy sets out the parameters for the management of risks associated with financial instruments. The Council also produces Treasury Management Practices specifying the practical arrangements to be followed to manage these risks.

The Treasury Management Strategy includes an Annual Investment Strategy in compliance with the DCLG Guidance on Local Government Investments. This Guidance emphasises that priority is to be given to security and liquidity, rather than yield. The Council's Treasury Management Strategy and its Treasury Management Practices are based on seeking the highest rate of return consistent with the proper levels of security and liquidity.

The main risks covered are:

- *Credit Risk*: The possibility that the counterparty to a financial asset will fail to meet its contractual obligations, causing a loss to the Council.
- *Liquidity Risk*: The possibility that the Council might not have the cash available to make contracted payments on time.
- *Market Risk*: The possibility that an unplanned financial loss will materialise because of changes in market variables such as interest rates or equity prices.

(a) 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 Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, as laid down by leading credit rating agencies. Investments are also made in unrated building societies considered to be of equivalent credit worthiness.

The Annual Investment Strategy also imposes a maximum sum to be invested with a financial institution located within each category.

The credit criteria in respect of loans to commercial entities as at the balance sheet date are as detailed below.

Investment Type	Maximum Investment Period	Minimum Credit Rating	Individual Lending Limit	Limit for Investment Type
Deposits – Credit Rated Banks and Building Societies	366 Days	A long term rating of A and a short term rating of F1	£10m.	£80m
	6 months	A long term rating of A- and a short term rating of F2	£10m.	
	100 days or less	A long term rating of BBB+ and a short term rating of F2	£5m Additional £10m overnight limit for Barclays Bank	
Covered Bonds	5 years	A long term rating of AA	£20m	Included in above
REPO Agreements	1 year	To be no less secure than a deposit	£20m	Included in above
Deposits – unrated building societies	6 months	N/A – Advice taken from Treasury Advisors	£1m	£10m

The credit criteria applied to other investments are as detailed below:

Investment Type	Counterparty	Maximum Investment Period	Minimum Credit Rating	Individual Lending Limit	Limit for Investment Type
Deposits	Local authority	2 Years	None required	£20m	£130m
Bonds	Local Government Bonds Agency	Not invested in yet	A long term rating of AA-	£20m	
Bonds, Bills and Deposits	UK Public Sector & Quasi-Public Sector	Not invested in yet	A long term rating of AA-	£20m	£60m
Deposits and Treasury Bills	UK Government / UK Government Guarantee	Unlimited	None required	Unlimited	Unlimited
Bonds	International Development Banks	5 Years	AA plus backing of one or more G7 countries.	£10m	£40m
Money Market Funds, Money Market Plus Funds and Short-Dated Bond Funds	Various Fund Managers	Up to 3 months Advice taken from Treasury Advisors	AAmmf Or Aaf	£20m	£80m
Longer dated Bond Funds and funds investing in Asset Based Securities	Various Fund Managers	Advice taken from Treasury Advisors	Aaf	£10M	
Local Authorities' Property Fund	CCLA	Not invested in yet	Not Applicable	£15m	

The above criteria are based on credit ratings issued by Fitch Ratings but investments are also permitted on the basis of equivalent ratings issued by Moody's Investors Services or Standard and Poor's.

The main commercial customers are lessees, and the financial standing of potential lessees is checked before leases are granted. There is no uniform practice in respect of other customers, but many of these are receiving a service linked to the social aims and objectives of the Council where it would not be practicable to assess the customer's financial standing as a precondition for the provision of that service. The Council's maximum exposure to credit risk in relation to its investments in commercial institutions (banks and building societies) of £81m as at 31st March 2017 (£75m as at 31st March 2016) cannot be assessed generally as the risk of any

institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of non-recovery applies to all of the Council's deposits, but there was no evidence at 31st March 2017 or subsequently that this was likely to crystallise.

The Council's exposure to credit risk in relation to its investments in other local authorities is £99m (£66m as at 31st March 2016). Such investments are assessed to be virtually risk free.

The following analysis summarises the Council's potential maximum exposure to credit risk on receivables classified as financial instruments, based on experience of default and levels of collectability over the last five financial years, adjusted to reflect current market conditions.

The value of receivables classified as financial instruments on the Balance Sheet as at 31st March 2017 was £21.2m (£21.4m as at 31st March 2016). The following matrix is used for both 2015/16 and 2016/17 to estimate the non-collectible proportion of these receivables.

Age of Receivable	Estimated Non-Collection Rate
Less than One Month	0%
One Month to Three Months	10%
Three Months to Six Months	25%
Six Months to Nine Months	50%
Nine Months to One Year	75%
One Year to Two Years	80%
Over Two Years	100%

On this basis it is estimated that the uncollectable amount on commercial and personal debts outstanding as at 31st March 2017 will be £11.0m (£11.1m as at 31st March 2016) and that the impaired value of these debts are £10.2m (£10.3m as at 31st March 2016).

The following table shows current receivables analysed by age, and the impaired value after allowing for default and non-collectability. The Council does not write off debt from its Balance Sheet until all options for debt collection have been exhausted, a process that often will take a number of years.

	31 st March 2016		31 st March 2017	
	Due £000	Impaired Value £000	Due £000	Impaired Value £000
Less than 3 months	7,604	7,380	7,883	7,671
Three to six months	1,512	1,134	1,040	780
Six months to one year	2,710	918	2,547	999
More than one year	9,592	912	9,738	794
Total	21,418	10,344	21,208	10,244

(b) Liquidity Risk

The Council has ready access to borrowing at favourable rates from the Public Works Loan Board and other local authorities, and at higher rates from banks and building societies. There is no perceived risk that the Council will be unable to raise finance to meet its commitments. It is however exposed to the risk that it will need to refinance a significant proportion of its borrowing at a time of unfavourably high interest rates. This risk is managed by maintaining a spread of fixed rate loans.

The maturity analysis of the principal sums borrowed is as follows:

Time to maturity (years)	31st March 2016 £000	31st March 2017 £000
Not over 1	5,181	16,732
Over 1 but not over 2	27,329	25,542
Over 2 but not over 5	28,228	21,777
Over 5 but not over 10	23,901	26,477
Over 10 but not over 20	33,186	39,315
Over 20 but not over 30	242,767	242,338
Total	360,592	372,181

The Council has £73m of “Lender’s option, borrower’s option” (LOBO) loans where the lender has the option to propose an increase in the rate payable. The Council will then have the option to accept the new rate or repay the loan without penalty. Due to current low interest rates, in the unlikely event that the lender exercises its option, the Council is likely to repay these loans. The maturity date is therefore uncertain.

(c) Market Risks

Interest Rate Risk

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

- borrowings at variable rates – the interest expense will rise
- borrowings at fixed rates – the fair value of the liabilities borrowings will fall
- investments at variable rates – the interest income credited will rise
- investments at fixed rates – the fair value of the assets will fall.

Investments classed as “loans and receivables” and loans borrowed are not carried at fair value, so changes in their fair value will have no impact on 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. Movements in the fair value of fixed rate investments classed as “available for sale” will be reflected in Other Comprehensive Income and Expenditure.

The Treasury Management Strategy aims to mitigate these risks by setting upper limits on its net exposures to fixed and variable interest rates.

If all interest rates had been 1% higher (with all other variables held constant) the financial effect would be:

	£000
Increase in interest receivable on variable rate investments	430
Impact on Surplus or Deficit on the Provision of Services	430
Decrease in fair value of available for sale financial assets	0
Impact on Comprehensive Income and Expenditure	0
Decrease in fair value of loans and receivables *	334
Decrease in fair value of fixed rate borrowings/liabilities *	67,406

*No impact on Comprehensive Income and Expenditure.

The approximate impact of a 1% fall in interest rates would be as above but with the reverse movement.

Price Risk

The market prices of the Council's fixed rate bond investments and its units in pooled bond funds are governed by prevailing interest rates and the market risk associated with these instruments is managed alongside interest rate risk.

Foreign Exchange Risk

The Council has no significant exposure to foreign exchange risk.

45. Inventories

The value of inventories as at 31st March 2017 is shown in the table below:

	Balance at 31st March 2016 £000	Balance at 31st March 2017 £000
Consumable Stores	326	360
Maintenance Materials	2,032	1,952
Work in Progress	452	111
Total	2,810	2,423

46. Debtors

Long-Term Debtors

	Balance at 31st March 2016 £000	Balance at 31st March 2017 £000
Mortgages	37	20
Car Loans to Employees	15	5
PFI Lease	1,989	2,065
Other Long Term Debtors	3,832	7,765
Total	5,873	9,855

Short-Term Debtors

	Balance at 31st March 2016 £000	Balance at 31st March 2017 £000
Central Government bodies	9,758	5,928
Other Local Authorities	5,732	1,279
NHS bodies	3,391	2,205
Public Corporations and Trading Funds	4	4
Other Entities and Individuals	33,571	31,762
Payments in Advance	8,674	9,064
Total	61,130	50,242

Each line item is presented net of impairment.

47. Creditors

	Balance at 31st March 2016 £000	Balance at 31st March 2017 £000
Central Government bodies	24,276	21,115
Other Local Authorities	9,635	6,805
NHS bodies	2,496	1,033
Public Corporations and Trading Funds	399	-
Other Entities and Individuals	68,987	75,839
Receipts in Advance	27,922	28,653
Total	133,715	133,445

48. Cash and Cash Equivalents

The balance of cash and cash equivalents is made up of the following elements:

	Balance at 31st March 2016 £000	Balance at 31st March 2017 £000
Cash held by the Council	58	57
Bank	8,065	10,279
Short-term deposits with local authorities - Investment	6,000	8,000
Total Cash and Cash Equivalents	14,123	18,336

49. Cash Flow Statement – Interest included in Operating Activities

	2015/16 £000	2016/17 £000
Interest received	798	1,334
Interest paid	(22,505)	(13,606)
Net interest	(21,707)	(12,272)

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

	2015/16 £000	2016/17 £000
Depreciation	38,402	42,265
Downward revaluations, impairment losses and reversal of prior year impairments	53,477	(94,474)
Amortisation	590	452
Increase / (decrease) in creditors	(1,115)	6,294
(Increase) / decrease in debtors	(6,606)	6,616
(Increase) / decrease in inventories	106	387
Movement in pension liability	38,040	16,812
Carrying amount of non-current assets and non-current assets held for sale, sold or de-recognised	60,739	67,091
Other non-cash items charged to the net surplus or deficit on the provision of services	(4,445)	5,403
	179,188	50,846

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

	2015/16 £000	2016/17 £000
Capital Grants credited to surplus or deficit on the provision of services	(63,196)	(54,916)
Proceeds from the sale of property plant and equipment, investment property and intangible assets	(19,741)	(30,749)
	(82,937)	(85,665)

50. Cash Flow Statement – Investing Activities

	2015/16 £000	2016/17 £000
Purchase of property, plant and equipment and intangible assets	(97,489)	(80,788)
Purchase of short-term and long-term investments	(1,424,707)	(862,666)
Other payments for investing activities	-	(5,260)
Proceeds from sale of property, plant and equipment and int assets	19,754	30,781
Proceeds from short-term and long-term investments	1,412,821	834,062
Other receipts from investing activities	59,539	61,204
Net Cash Flows from Investing Activities	(30,082)	(22,667)

51. Cash Flow Statement – Financing Activities

	2015/16 £000	2016/17 £000
Cash receipts of short and long-term borrowing	(54)	26,200
Cash payments for the reduction of the outstanding liabilities relating to finance leases and PFI contracts	(4,853)	(4,723)
Repayments of short and long-term borrowing	(1,097)	(20,305)
Other payments for financing activities	837	1,353
Net Cash Flows from Financing Activities	(5,167)	2,525

SECTION 4 – HOUSING REVENUE ACCOUNT (HRA)

The Housing Revenue Account (HRA) is a ring-fenced account that represents the Council's social housing service. This service is required by law to be ring-fenced in order to ensure that there is a clear link between rents charged to tenants and expenditure on social housing.

HRA INCOME AND EXPENDITURE STATEMENT

2015/16 £000		Note	2016/17 £000
	<u>Income</u>		
(80,302)	Dwelling Rents	5	(79,112)
(818)	Non-dwelling Rents	6	(1,160)
(4,719)	Service Charges	6	(4,600)
(82)	Contributions from General Fund		-
(85,921)	Total Income		(84,872)
	<u>Expenditure</u>		
10,442	General Management		10,498
10,081	Special Management	3	9,697
29,214	Repairs & Maintenance		30,463
749	Rent, Rates, Taxes & Other Charges		740
260	Increase/ (Decrease) in Bad Debt Provision	4	(1,821)
(20,557)	Depreciation & Impairment of Fixed Assets	12	27,450
60	Debt Management Expenses		60
30,249	Total Expenditure		77,087
566	HRA share of Corporate & Democratic Core	15	566
(55,106)	"HRA Comprehensive Income and Expenditure Line"		(7,219)
-	Exceptional item: Reversal of Prior Year Impairments		(213,329)
(55,106)	Net Cost of HRA Services		(220,548)
(785)	(Gain) or Loss on Sale of HRA Assets		4,595
9,565	Loan Charges - Interest		10,329
-	Investment Interest		(87)
5,276	Pensions - Interest on Liabilities	14	5,277
(2,947)	Pensions - Expected Return on Assets	14	(3,441)
(43,997)	(Surplus) / Deficit for the Year		(203,875)

Note

The surplus above is purely an accounting surplus, principally arising from a revaluation of housing stock: further detail can be found in Note 26 of the main statements. It does not represent spendable cash. The cash position is shown in the Movement in HRA Reserve Statement, showing an in year surplus of £5.8m.

MOVEMENT IN HRA RESERVE STATEMENT

2015/16 £000		Note	2016/17 £000
(43,997)	(Surplus) / Deficit for the Year (from above)		(203,875)
	<u>Additional items required by statute and non-statutory proper practices to be taken into account in determining the movement on the Housing Revenue Account balance</u>		-
(138)	Amounts charged to the HRA for amortisation of Premia and Discounts for the year determined in accordance with statute		(158)
(3,875)	HRA share of contributions to/(from) the Pension Reserve	14	(2,487)
785	Gain or (Loss) on Sale of HRA Fixed Assets		(4,595)
20,557	Impairment of Fixed Assets	12	185,879
17,363	Capital Expenditure Financed from Revenue Account	10	11,260
234	HRA Set-Aside (MRP)		111
7,568	Transfers to/(from) the Major Repairs Reserve	13	8,075
60	Transfers to/(from) the Employee Benefits Reserve		(7)
42,554	Total value of items reversed as part of determining the statutory movement on the Housing Revenue Account Balance		198,078
(1,443)	Net (surplus)/deficit on the Housing Revenue Account in the year		(5,797)
(16,108)	Balance Brought Forward 1st April 2016		(17,551)
(17,551)	Balance Carried Forward 31st March 2017		(23,348)

Note

The underlying surplus on the HRA in 2016/17 was £5.8m, which is set aside for future investment in housing stock.

NOTES TO THE HRA FINANCIAL STATEMENTS

1. Housing Revenue Account

The Council is required by the provisions of the Local Government and Housing Act 1989 to maintain a separate Housing Revenue Account (HRA). The purpose of this account is to record transactions relating to dwellings available to provide accommodation and other properties ancillary to the housing function.

The Act specifies the debits and credits to be made to the HRA. These have been supplemented by a suite of self-financing determinations issued by the Department for Communities and Local Government in 2012 and these include what are known as Item 8 Credit and Item 8 Debit determinations. These determinations have been made by the Council and the appropriate entries have been made in respect of capital accounting and financing transactions.

2. Changes to Accounting Practice (and 2015/16 comparative figures)

There has been no change in accounting practice.

3. Special Management

These include group central heating and hot water schemes, caretaking services, security services to high rise flats, maintenance of shrubberies and grassed areas, communal services, tenancy sustainment for tenants and support for hostel residents.

4. Rent Arrears and Provision for Bad Debts

Rents and Service Charges

The bad debt provision for rents and service charges at 31st March 2017 was £0.2m (£1.7m in 2015/16). This is calculated on a rent and service charge arrears balance of £1.6m (£2.1m in 2015/16).

5. Net Rent Income from Dwellings

	2015/16 £000	2016/17 £000
Total Rent income from Dwellings	80,302	79,112
Less Housing Benefit	(49,221)	(47,414)
Total	31,081	31,698

6. Non-dwelling Rents and Service Charges

These include the charges made to tenants for central heating and garages, rents from shops, and security and cleaning services to flats.

7. Housing Stock

The Council was responsible for managing a stock of 21,150 dwellings at 31st March 2017 (21,603 at 31st March 2016), of which 13,104 were houses or bungalows and 8,046 were flats (13,404 and 8,199 respectively as at 31st March 2016). During the year the following movements took place:

	2015/16	2016/17
Construction of new dwellings	-	1
Acquisitions	1	-
Right to Buy sales	(244)	(444)
Net Increase/(Decrease)	(243)	(443)

8. Value of HRA Assets

	31st March 2016 £000	31st March 2017 £000
Dwellings	661,328	849,760
Other Land and Buildings	13,877	15,770
Vehicles, Plant, Furniture & Equipment	914	792
Surplus Assets	306	367
Intangible Assets	429	306
Total	676,854	866,995

9. Vacant Possession Value of Council Dwellings

The vacant possession value of council dwellings at 31st March 2017 was £2bn. At the same date the balance sheet value of council dwellings was £0.8bn. The difference of £1.2bn reflects the fact that social housing rents generate a lower income stream than could be obtained in the open market. The value placed on operational assets in a commercial environment will reflect the required economic rate of return in relation to the income streams that the assets might be expected to generate throughout their economic life. To the extent that income streams are constrained to serve a wider social purpose, the value of capital assets employed for council housing will be reduced.

	31st March 2016 £000	31st March 2017 £000
Vacant possession values	1,945,083	2,023,235

10. Capital Expenditure

HRA capital expenditure on land, houses and other property in 2016/17 totalled £19.6m, financed as follows:

	2015/16 £000	2016/17 £000
Major Repairs Reserve	7,569	8,075
Usable capital receipts	135	236
Financing from revenue account	17,363	11,260
Total	25,067	19,571

Under the HRA Subsidy system, which ended in 2011/12, a very large part of the HRA's capital financing was from the Major Repairs Reserve (MRR) since this was initially credited with the Major Repairs Allowance (MRA) element of subsidy, which formed the main constituent of the HRA's capital financing resources. Under the 'self-financing' system, the majority of financing is provided directly from the revenue account with further financing coming from the MRR which is funded by depreciation charges to the HRA revenue account.

11. Capital Disposals

HRA capital disposals in 2016/17 were as follows:

	2015/16	2016/17		
	Total Receipt £000	Usable/ Retained £000	Pooled/ Set aside £000	Total Receipt £000
Right to Buy (RTB) sales	9,332	9,719	7,638	17,357
Non-RTB sales	18	15	-	15
Mortgages	-	17	-	17
Total	9,350	9,751	7,638	17,389

12. Depreciation and Impairment of Fixed Assets

A breakdown of the depreciation and impairment charges are provided in the table below:

	2015/16			2016/17		
	Depreciation £000	Impairment £000	Total £000	Depreciation £000	Impairment £000	Total £000
Dwellings*	6,796	(28,799)	(22,003)	7,199	(193,962)	(186,763)
Other Land and Buildings	485	11	496	221	15	236
Vehicles, Plant, Furniture & Equipment	163	663	826	530	-	530
Surplus Assets	-	-	-	2	(7)	(5)
Intangible Assets	124	-	124	123	-	123
Total	7,568	(28,125)	(20,557)	8,075	(193,954)	(185,879)

To be consistent with the format of the dwellings valuation supplied by the authority's external valuers, the dwellings depreciation charge has been calculated by dividing

the buildings element of the valuation (on an 'Existing Use Value – Social Housing' basis) by the residual life of the properties.

*The 2016/17 Council Dwellings impairments figure includes the reversal of prior year impairments of £213.3m, resulting from the annual revaluation of the Council's housing stock. The increase in value during 2016/17 is due to the social housing adjustment factor for the East Midlands being increased from 34% to 42% and a general upward increase in market values across the housing sector during the financial year.

13. Use of the Major Repairs Reserve

	2015/16 £000	2016/17 £000
Balance at 1st April	(1,200)	(1,200)
Depreciation credited	(7,568)	(8,075)
Capital expenditure on land, houses and other property	7,568	8,075
Balance at 31st March	(1,200)	(1,200)

14. HRA Contributions to the Pensions Reserve

This table identifies the total HRA share of contributions to and (from) the pensions reserve and breaks the figure down to show the type of contribution to or (from) the reserve. More detailed information on pensions is provided in note 12 to the core financial statements.

	2015/16 £000	2016/17 £000
Pension costs incurred in Net Cost of Services		
Current service cost	(1,546)	(651)
	(1,546)	(651)
Pension interest cost and expected return on assets		
Interest on liabilities	(5,276)	(5,277)
Expected return on assets	2,947	3,441
	(2,329)	(1,836)
Total Transfer to Pension Reserve	(3,875)	(2,487)

15. Corporate and Democratic Core Costs

A charge of £566k was made to the Housing Revenue Account for Corporate & Democratic Core costs in 2016/17.

SECTION 5 – COLLECTION FUND

The Collection Fund is a ring-fenced account that represents the Council's role in collecting Council Tax and Non-Domestic Rates for the City of Leicester. The Council records taxation income in the Collection Fund and then makes distributions to precepting authorities including the Leicestershire Fire and Police authorities as well as to the Council's own General Fund.

Collection Fund Income & Expenditure Account

2015/16				Note	2016/17		
Council Tax	Business Rates	Total			Council Tax	Business Rates	Total
£000	£000	£000			£000	£000	£000
			Income				
(107,220)		(107,220)	Council Tax Collectable	2	(113,472)		(113,472)
	(101,533)	(101,533)	Income from Business Ratepayers			(105,125)	(105,125)
		(208,753)	Total Income				(218,597)
			Expenditure				
			Precepts and Demands:	3			
85,802		85,802	Leicester City Council		93,706		93,706
11,862		11,862	Police & Crime Commissioner for Leicestershire		12,705		12,705
3,983		3,983	Leicestershire & Rutland Combined Fire Authority		4,265		4,265
		101,647					110,676
			Business Rates:	4			
	51,521	51,521	Payments to Government			52,101	52,101
	1,030	1,030	Payments to Fire			1,042	1,042
	50,490	50,490	Payments to Leicester City Council			51,058	51,058
	492	492	Costs of Collection			491	491
		103,533					104,692
3,631	2,681	6,312	Contributions in respect of previous year's surplus / (deficit)	6	4,802	(10,599)	(5,797)
			Bad and Doubtful Debts:	7			
1,309	1,316	2,625	Write-offs		1,002	856	1,858
49	165	214	Increase / (Reduction) to provision		310	1,011	1,321
	(1,606)	(1,606)	Increase / (Reduction) to Provision for appeals			(2,919)	(2,919)
		1,233					260
		212,725	Total Expenditure				209,831
(584)	4,556	3,972	Fund (Surplus) / Deficit for the Year		3,318	(12,084)	(8,766)
(4,689)	7,920	3,231	Fund (Surplus) / Deficit brought forward	5	(5,273)	12,476	7,203
(5,273)	12,476	7,203	FUND BALANCE AS AT 31st MARCH	1	(1,955)	392	(1,563)

Notes to the Collection Fund Income & Expenditure Statement

1. Statutory Requirements & Allocation of Balances

This statement fulfils the statutory requirement for the Council to maintain a separate Collection Fund.

The balance on the collection fund is split between the relevant bodies as shown in the table below:

	2015/16			2016/17		
	Council Tax	Business Rates	Total	Council Tax	Business Rates	Total
	£000	£000	£000	£000	£000	£000
Leicester City Council	(4,452)	6,113	1,661	(1,658)	192	(1,466)
Government	-	6,237	6,237	-	196	196
Leicestershire & Rutland Combined Fire Authority	(207)	126	(81)	(74)	4	(70)
Police & Crime Commissioner for Leicestershire	(614)	-	(614)	(223)	-	(223)
Fund Balance Allocations as at 31st March	(5,273)	12,476	7,203	(1,955)	392	(1,563)

2. Council Tax Base

The Council's Tax Base i.e. the number of chargeable dwellings in each valuation band (adjusted for dwellings where discounts apply) converted to an equivalent number of Band D dwellings, was calculated as follows:

Band	Estimated No. of Taxable Properties After Effect of Discount	Ratio	Band D Equivalent Dwellings	Less Band D Equivalent - LCTR Scheme Dwellings	Net Band D Equivalent Dwellings
A-	220	5/9	122	48	74
A	67,102	6/9	44,735	11,836	32,899
B	22,690	7/9	17,648	2,327	15,321
C	13,404	8/9	11,915	1,139	10,776
D	5,693	9/9	5,693	358	5,335
E	2,938	11/9	3,591	122	3,469
F	1,387	13/9	2,003	46	1,957
G	552	15/9	920	12	908
H	30	18/9	60	0	60
	114,016		86,687	15,888	70,799
Less adjustments for collection rates and other adjustments.					(1,593)
Council Tax Base					69,206

The total collectable Council Tax during 2016/17 was £113.5m including arrears from prior years.

The collectable Council Tax specifically for 2016/17 was £138.2m (including sums paid under the Local Council Tax Reduction Scheme). After taking into account the

total amount of this reduction (£24.5m), the average number of Band D dwellings equates to 71,092. This is an increase from the 69,206 dwellings existing when the 2016/17 budget was prepared due to the net effect of the following:

- 1) Changes in discounts and exemptions allowed;
- 2) New properties;
- 3) Lower amounts of local council tax reduction granted than expected, arising from reduced claimant numbers.

3. Precepts and Demands

The following sums were paid from the collection fund.

	2015/16 £000	2016/17 £000
Leicester City Council	85,802	93,706
Police & Crime Commissioner for Leicestershire	11,862	12,705
Leicestershire & Rutland Combined Fire Authority	3,983	4,264
Total	101,647	110,675

4. Income from Business Rates

Under the arrangements for business rates, the Council collects rates payable in the City, which are based on the rateable values multiplied by a uniform rate. With the current rates retention scheme, the total amount less certain reliefs and other deductions is shared between Central Government (50%), Leicestershire Fire Authority (1%) and the Council (49%). The relevant rates are detailed in the tables below:

	31/03/2016 £	31/03/2017 £
Non Domestic Rateable Value	265,399,359	264,604,103

	2015/16	2016/17
Non Domestic Rating Multiplier	49.3p	49.7p
Non Domestic Rating Multiplier- Small Business	48.0p	48.4p

5. Collection Fund Surpluses & Deficits

The Collection Fund account shows a cumulative surplus of £1,563,349 at 31st March 2017 (£7,203,273 deficit at 31st March 2016).

The surplus arising on the Council Tax during the financial year 2016/17 will be distributed between Leicester City Council, the Police & Crime Commissioner for

Leicestershire and the Leicester, Leicestershire & Rutland Combined Fire Authority in proportion to the respective precepts and demands.

The deficit arising on the Business Rates during the financial year 2016/17 will be shared between Leicester City Council (49%), Central Government (50%) and the Leicester, Leicestershire & Rutland Combined Fire Authority (1%).

6. Contributions to Collection Fund Surpluses & Deficits

Share of Surpluses/Deficits

Council Tax

Every January, the Authority has to estimate the surplus/deficit for the collection fund at the end of the financial year.

For the Council Tax, this has to be notified to the police commissioner and the fire authority, which are entitled to receive a share of any surplus (or contribute a share towards a deficit) made in respect of Council Tax. This is detailed in the table below.

	City £000	Police £000	Fire £000	Total £000
Estimated Surplus –Jan 2016	4,054	560	188	4,802

Business Rates

For Business Rates, this is notified to central government and the fire authority, which are entitled to receive a share of any surplus (or contribute a share towards a deficit) made in respect of Business Rates. This is detailed in the table below.

	City £000	Central Government £000	Fire £000	Total £000
Estimated Deficit -Jan 2016	5,194	5,299	106	10,599

7. Bad and Doubtful Debts

The table below provides more detail on the bad debt write-offs and the increase in the provision for bad and doubtful debts.

Provisions	Bad Debt Provision			Bad Debt Write-offs In year £000
	Balance at 1 st April 2016 £000	Increase/ (Decrease) £000	Balance at 31 st March 2017 £000	
Council Tax	6,022	310	6,333	1,001
NNDR	3,003	1,011	4,014	856
Total	9,025	1,321	10,347	1,857

SECTION 6 – ACCOUNTING POLICIES

This section of the Statement of Accounts sets out the accounting policies used by the Council in preparing the Statement of Accounts.

The Council’s accounting policies are based on the Code of Practice on Local Authority Accounting 2016/17 (“the Code”) published by the Chartered Institute of Public Finance & Accountancy (CIPFA). The Code is based on a combination of International Financial Reporting Standards and relevant UK statutes applying to local authority accounts.

The Council’s accounting policies are consistent with the Code but provide greater detail on areas where there is room for discretion or interpretation in the approach that the Council may take.

The section details any changes to the accounting policies during 2016/17 and also clarifies where there are accounting standards in issue that have not yet been adopted by the Local Authority sector.

Changes in Accounting Policies

Only minor amendments have been made to the 2016/17 accounting policies to provide users with greater clarity.

Accounting Policies for 2016/17

1. General Principles

The Statement of Accounts summarises the City Council’s transactions for the 2016/17 financial year and its position at the year end of 31 March 2017. The Council is required to prepare an annual statement by the Accounts and Audit Regulations 2015, which those regulations require to be prepared in accordance with proper accounting practices. These practices comprise the Code of Practice on Local Authority accounting in the United Kingdom 2016/17, supported by International Financial Reporting Standards (IFRS). The accounting convention adopted in the Statement of Accounts is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments.

2. Accruals of Income and Expenditure

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

- Fees, charges and rents due are accounted for as income at the date on which the Council provides the relevant goods or services

- Supplies are recorded as expenditure when they are consumed. Where supplies are held for future use they are shown as inventories on the Balance Sheet
- Expenses in relation to services received (including services provided by employees) are recorded when the services are received rather than when payments are made
- Where income or 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
- 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.

3. Cash and Cash Equivalents

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

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

4. Exceptional Items

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

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

Prior period adjustments may result from a change in accounting policies or the need to correct material errors. Changes in accounting estimates (i.e. estimation of figures based on assumptions and analysis) are accounted for in the current year, and not in previous years.

Changes in accounting policies result either from alterations to proper accounting practices, or to provide more reliable or relevant information about the effect of transactions on the Council's financial performance.

Where such changes are made, they are applied retrospectively by adjusting opening balances and comparative amounts for previous years, as if the new policy had been applied. This policy is also applied to any material errors that may be identified.

6. Charges to Revenue for Non-Current Assets

Service revenue accounts, support services and trading accounts are charged with the following amounts to record the real cost of holding non-current assets during the year:

- Depreciation attributable to the assets used by the relevant service. Depreciation is calculated on opening Net Book Values
- Revaluation & impairment losses on assets used by the service where there was no accumulated gains in the Revaluation Reserve against which the losses can be written off.
- Amortisation of intangible non-current assets attributable to the service.

The Council is not required to raise Council Tax to cover depreciation, impairment losses or amortisations. However, the Council's policy is to make an annual provision from revenue to contribute towards the reduction in its overall borrowing requirements. This is known as "Minimum Revenue Provision" (MRP). The Council is also able to make additional voluntary MRP known as "Voluntary Set Aside" (VSA).

Depreciation, revaluations, impairment losses and amortisations are therefore replaced by MRP and VSA in the Movement in Reserves Statement, by way of an adjusting transaction within the Capital Adjustment Account for the difference between the two.

The Council's full policy on the calculation of Minimum Revenue Provision is set out in the annual budget approved by Council. The Council's MRP policy brings the charge into line with asset lives, as opposed to the previous basis whereby MRP on historic borrowing was calculated at 4% of the principal.

7. Council Tax & Non Domestic Rates

Billing authorities act as agents, collecting council tax and non-domestic rates (NDR) on behalf of the major preceptors (including government for NDR) and, as principles, collecting council tax and NDR for themselves. Billing authorities are required by statute to maintain a separate fund (ie the Collection Fund) for the collection and distribution of amounts due in respect of council tax and NDR. Under legislative framework for the Collection Fund, billing authorities, major preceptors and central government share proportionately the risks and rewards that the amount of council tax and NDR collected could be less or more than predicted.

Accounting for Council Tax and NDR

The council tax and NDR income included in the Comprehensive Income and Expenditure Statement is the authority's share of accrued income for the year. However, regulations determine the amount of council tax and NDR that must be included in the Councils General Fund. Therefore, the difference between the income included in the Comprehensive Income and Expenditure Statement and the amount required by regulation to be credited to the General Fund is taken to the Collection Fund Adjustment Account and included as a reconciling item in the Movement in Reserves Statement.

The Balance Sheet includes the authority's share of the end of the year balances in respect of council tax and NDR relating to arrears, impairment allowances for doubtful debts, overpayments and prepayments and appeals.

8. Employee Benefits

Benefits payable during employment

Short term employee benefits are those due to be settled within 12 months of the year end. They include wages, salaries, paid annual and sick leave, bonuses and other non-monetary benefits (e.g. cars) for current employees and are recognised in the year in which the employee renders the service. An accrual is made for the cost of holiday entitlement earned by the employee but not taken before the end of the financial year. The accrual is made at the wage and salary rates applicable in the period the employee takes the benefit. This accrual is charged to services and reversed into the period when the entitlement is taken. To avoid an impact on balances this is reversed in the Movement in Reserves Statement.

Termination Benefits

Termination benefits are payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date, or the officer's decision to accept voluntary redundancy. These costs are charged on an accrual basis to the Non Distributed Costs in the CIES when the Council is committed to the termination, or makes an offer to encourage voluntary redundancy.

When these involve enhancement of pensions the General Fund is required to be charged with the amount payable, however this is adjusted (in line with regulations) in the Movement in Reserves Statement to reflect the cash paid rather than the liability incurred under accounting standards.

Post-employment Benefits

Employees of the Council may be members of one of three separate pension schemes:

- The Teachers' Pension Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education.

- The Local Government Pension Scheme, administered by Leicestershire County Council (LGPS)
- The NHS Pension Scheme (in relation to staff transferring from the NHS as part of the adoption of responsibility for public health), administered by the NHS Business Services Authority

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

However, the arrangements for the teachers' and NHS schemes mean that liabilities for those benefits cannot be identified as specifically accruing to the Council. The scheme is therefore accounted for as if it were a defined contributions scheme – no liability for future payments of benefits is recognised in the Balance Sheet and the Children and Education services line in the CIES is charged with the employer's contributions payable to teachers' pensions in the year.

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

- The liabilities of the Leicestershire County Council Pension Scheme attributable to Leicester City Council are included in the balance sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates etc. and projections of future earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate calculated by the actuary based on the yield curve of a basket of high-quality corporate bonds with maturity dates and the weighted average duration of the benefit obligation for the Council.
- The assets of the Leicestershire County Council Pension fund attributable to Leicester City Council are included in the Balance Sheet at their fair value:
 - quoted securities - current bid price
 - unquoted securities - professional estimate
 - unitised securities - current bid price
 - property - market value
- The change in the net pensions liability between Balance Sheet dates is analysed into six components:
 - Current service cost – the increase in liabilities as a result of years of service earned this year, allocated in the CIES to the revenue accounts of services for which the employees worked.
 - Past service costs – the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years –

debited to the Net Cost of Services in the CIES as part of Non-Distributed Costs.

- Net interest on the defined benefit liability – the net of the expected increase in the present value of liabilities over the year arising from the passage of time and the expected return on scheme assets discounted at the discount rate used for the liabilities. This is part of Financing & Investment Income & Expenditure.
- Gains/losses on settlements and curtailments – the results of actions to relieve the Council of liabilities or events that reduce the expected future service or accrual of benefits of employees – debited to the Net Cost of Services as part of Non-Distributed Costs.
- Re-measurements of the net defined benefit obligation – this is the change in the net pensions liability over the year attributable to changes in demographic and financial assumptions
- Contributions paid to the Leicestershire County Council Pension Fund – cash paid as employer’s contributions to the pension fund.

Statutory provisions limit the Council to raising council tax to cover the amounts payable by the Council to the pension fund in the year. This means that there are appropriations to and from the Pensions Reserve in the Movement in Reserves Statement, to remove the notional debits and credits for retirement benefits and replace them with debits for cash paid to the pension fund and any amounts payable to the fund but unpaid at the year-end. The negative balance on the Pension Reserve measures the beneficial impact on the General Fund for accounting on a cash basis rather than as the benefits are earned.

Discretionary Benefits

The Council also has limited 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 and ex-NHS staff) are accrued in the year of the decision to make the award and accounted for using the same policies as are applied to the Local Government Pension Scheme.

9. Events after Balance Sheet date

Events after the Balance Sheet date are those events, favourable or adverse, that occur between the end of the reporting period and the date that the Statements are authorised for issue. Two types of events could be identified:

- Those that provide evidence of conditions that existed at the end of the reporting period. The statements are adjusted to reflect this better understanding of the situation at the Balance Sheet date

- Those indicative of conditions that arose after the reporting period, but are relevant to the reader's understanding of the Council's financial position. The Statements are not adjusted, but if the events would have a material effect on the reader's understanding, disclosure is made of the nature of the events and their estimated financial effect

Events taking place after the date of authorisation for issue are not reflected in the Statements

10. Fair Value

The Council ensures that assets and liabilities are valued based on the concept of Fair Value. Fair Value determines that the value of an asset or liability should be based on the price that would be paid for the asset in the open market, or the closest possible approximation of this where an active quoted market does not exist. IFRS 13 provides guidance on the methods for calculating a market value where there is no quoted market.

The Code of Practice allows the Council to value operational assets at 'fair value in use', which takes account of their current purpose and does not require a valuation based on 'highest and best' use.

Non-operational assets and financial instruments are valued at Fair Value based on their highest and best use – i.e. the price that would be paid for them by a knowledgeable market participant acting in their own economic interest.

Fair Value primarily affects fixed assets (property, plant & equipment) and financial assets and liabilities. More information is provided within Notes 33 (PPE) and 43 (Financial Instruments).

11. Financial Instruments

Financial Assets

Financial assets are classified into two types:

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

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

Loans and Receivables

Loans and receivables are recognised on the Balance Sheet when the Council becomes party to the contractual provisions of a financial instrument and are initially measured at fair value. They are subsequently measured at their amortised cost. Annual credits to the Financing and Investment line in the CIES 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 CIES is the amount receivable for the year in the loan agreement.

Soft Loans

Soft loans are loans made to third parties at less than market rates. These loans are often made for the purposes of supporting voluntary organisations, or for the purposes of economic development. The difference between the market rate and the rate at which the loan is given is adjusted through the Comprehensive Income & Expenditure Statement with the impact of this reversed through the Financial Instrument Adjustment Account.

Impairment

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the asset is written down and a charge made to the CIES. Any gains and losses that arise on the de-recognition of the asset are credited/debited to the CIES.

Financial Liabilities

Financial liabilities are initially measured at fair value and carried at their amortised cost. Annual charges to the Finance and Investment Income line in the CIES for interest payable are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument. 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 CIES is the amount payable for the year in the loan agreement. The effective interest rate is that which exactly discounts estimated future cash payments over the life of the instrument to that at which it was originally recognised.

Repurchase of Borrowing

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 CIES. 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 CIES 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 CIES, regulations allow the impact on the General Fund balance to be spread over future years. The council has a policy of spreading the gain/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 CIES to the net charge against the

General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account (This is further detailed in Note 5).

12. Government Grants and Contributions

Whether paid on account, by instalments or in arrears, Government grants and third party contributions and donations are recognised as income at the date that the council satisfies the conditions of the entitlement to the grant/contribution and there is reasonable assurance that the monies will be received.

Amounts recognised as due to the Council are not credited to the CIES until conditions attached to the grant or contributions have been satisfied. Conditions are stipulations that specify that future economic benefits or service potentials embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified or returned to the payer.

Monies advanced as grants and contribution for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line or Taxation and Non-specific Income and Expenditure (non-ringfenced grants) in the CIES.

Grants that relate to capital expenditure are recognised in the year that the conditions of the grant are met, or immediately upon receipt if there are no conditions. These items are credited in the CIES under Taxation and Non-specific Grant Income. To avoid impact on the General Fund these items are reversed in the Movement in Reserves Statement and transferred to either the Capital Grants Unapplied Reserve or the Capital Adjustment Account.

13. Intangible Assets

Expenditure on assets that do not have physical substance but are identifiable and controlled by the Council (e.g. software licences) is capitalised when it will bring benefits to the Council for more than one financial year. The balance, calculated on a historic cost basis, is amortised to the relevant revenue account over the economic life of the investment to reflect the pattern of consumption of benefits.

14. Interest in Companies and Other Entities

In previous years, the Council has prepared Group Accounts, incorporating certain other organisations over which the Council has a level of control consistent with the Code's definition of a subsidiary or associate entity.

In 2012-13 the Council reviewed its relationship with these other organisations and has concluded that the preparation of Group Accounts gives no material benefit to users of the Statement of Accounts in terms of their understanding of the Council's financial position. This remains the case in 2016/17.

Any significant interest in companies and other entities are recorded as investments (i.e. cost less any provision for losses) in the single entity accounts.

15. Inventories

Inventories (stocks) are included in the Balance Sheet at the lower of cost and net realisable value. Work in progress is subject to an interim valuation at the year-end and recorded in the Balance Sheet at cost plus any profit reasonably attributable to the works.

16. Jointly Controlled Operations and Assets

Joint operations are arrangements where the parties that have joint control of the arrangement have rights to the assets and obligations for the liabilities relating to the arrangement. The Council recognises on its Balance Sheet the assets that it controls and the liabilities that it incurs and debits and credits the CIES with its share of expenditure and income from the activities of the operation.

17. Leases

Leases are classified as either 'finance' or 'operating' leases.

A finance lease is one where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of property, plant or equipment from the lessor to the lessee.

All other leases are classified as operating leases – in these cases the annual receipt/payment is simply recognised in the CIES and the future commitments disclosed in the note to the accounts.

Where a lease covers both land and buildings each element is considered separately for classification. Arrangements that do not have the legal status but convey a right to use the asset in return for a consideration are accounted for under this policy.

Council as Lessor

Where the Council have granted a finance lease over property or equipment, which is considered material, the relevant asset is written out of the Balance Sheet. Rentals under such leases, granted after 1st April 2010, are apportioned between:

- Finance income (credited to Finance and Investment income in the CIES).
- Charge for acquisition of the interest in the property (this is treated as a capital receipt and is used to reduce the long term debtor created at the start of the lease).

However the income from earlier leases will continue to be treated as rental income and all credited to the Services in the CIES. This is the same treatment for leases granted that are deemed to be operational leases

The gain credited to the CIES on disposal, is regarded as a capital receipt and reversed out to avoid an impact on the General Fund balances in the Movement in

Reserves Statement to either Usable Capital Receipts or Deferred Capital Receipts if payment is due in the future. The written off value is not charged against Council Tax as the cost of fixed assets is fully provided for under the capital financing arrangements. Therefore an adjustment is made to the Capital Adjustment Account in the Movement in Reserves Statement.

Council as Lessee

Where the Council holds assets under a finance lease the relevant assets are recognised as assets and added to the non-current assets on the Balance Sheet at the fair value measured at the lease inception (or the present value of minimum leases payments, if lower). The assets recognition is matched by a liability for the obligation to pay the lessor. Contingent rents are charged as expenses in the periods they are incurred. Payments under such leases are apportioned between:

- Finance Income and charged to the Finance and Investment expenditure in the CIES.
- Charge for acquisition, and debited against the lease liability created when the non-current asset is recognised on the Balance Sheet.

The asset created is valued and depreciated in the same way as other owned assets, the depreciation being charged to the service using the asset. The depreciation is reversed through the Movement in Reserves Statement and replaced by a prudent annual contribution (MRP) to cover the use of the asset.

Rentals for assets acquired under operational leases are charged on a straight line basis over the life of the lease to the appropriate service in the CIES.

18. Overheads and Support Services

The costs of overheads and support services are charged to service segments in accordance with the authority's arrangements for accountability and financial performance.

19. Property Plant and Equipment

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

Recognition:

Expenditure on the acquisition, creation or enhancement of property, plant and equipment is capitalised on an accruals basis, provided that it yields benefits to the Council and the services. This is subject to a de minimis limit of £10k so that small items of expenditure do not need to be capitalised but are charged to revenue. Expenditure that secures but does not extend the previously assessed standards of

performance of an asset (e.g. repairs and maintenance) is charged to revenue as it is incurred.

Measurement:

Assets are initially measured at cost, comprising all expenditure that is directly attributable to bringing the asset into working condition for its intended use. The Council does not capitalise borrowing costs incurred during the construction period.

The cost of assets acquired other than by purchase, and donated assets, is deemed to be its fair value. Gains are credited to the Other Comprehensive Income and Expenditure line of the CIES, and reversed out to the Revaluation Reserve in the Movement in Reserves Statement.

Assets are carried in the Balance Sheet using the following measurement basis:

- Council dwellings – current value using basis of existing use value for social housing.
- Vehicles, plant and equipment are substantially at historic cost net of depreciation as either there is no intention to sell before the end of their useful life or they are of a specialist nature and therefore have no readily available market value. Some assets are subject to current value measurement.
- Infrastructure assets, Community assets and Assets under Construction – depreciated historic cost or nominal value in the main. A few are subject to current value measurement.
- All other assets - current value, determined as the amount that would be paid for the asset in existing use (or fair value based on market value at highest and best use for surplus assets).

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

Assets included in the Balance Sheet at current value are revalued where there have been material changes in the value, but as a minimum every five years. Increases in valuations are matched by credits to the Revaluation Reserve to recognise unrealised gains. Exceptionally, gains might be credited to the CIES where they arise from the reversal of an impairment loss previously charged to a service revenue account. Decreases in valuations, when identified, are initially written down against any previous values in the Revaluation Reserve for that asset, and any balance of the reduction is written down to the relevant service line in the CIES. The Revaluation Reserve contains revaluation gains recognised since 1st April 2007 only, the date of its formal implementation. Gains arising before that date have been consolidated into the Capital Adjustment Account.

Impairment:

The values of each category of asset and of material individual assets that are not being depreciated are reviewed at the end of each financial year for evidence of reductions in value. Where impairment is identified this is accounted for by:

- Where attributable to the clear consumption of economic benefits – the loss is charged to the relevant service revenue account.
- Otherwise – written off against any revaluation gains attributable to the relevant asset in the Revaluation Reserve, with any excess charges to the relevant service revenue account.

Where an impairment loss is charged to the CIES but there were accumulated revaluation gains in the Revaluation Reserve for that asset, an amount up to the value of the loss is transferred from the Revaluation Reserve to the Capital Adjustment Account.

Disposals:

When it becomes probable that the carrying amount of an asset will be recovered from sale rather than through continued use, it is reclassified as an Asset Held for Sale. The asset is revalued immediately before reclassification and then carried at the lower of that value and fair value less costs to sell. Where there is a subsequent decrease to fair value, the loss is posted to the other operating expenditure line in the CIES.

Gains are recognised up to the amount of any previous losses recognised in the surplus or deficit on Provision of Services. Recognition of any revaluation gains that take place over this amount is deferred until they are realised in a sale. Depreciation is not charged on Assets Held for Sale. The probability of sale is measured on the fact that the asset is being actively marketed and there is a likelihood of disposal within twelve months. If assets no longer meet these criteria they are reclassified back to non-current assets and valued back to their carrying value before being reclassified, adjusted for depreciation that would have been incurred.

When an asset is disposed of or de-commissioned, the value of the asset in the Balance Sheet is written off to the Other Operating Expenditure line in the CIES as part of the gain or loss on disposal.

Receipts from disposals are credited to the CIES as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains in the Revaluation Reserve are transferred to the Capital Adjustment Account. Amounts in excess of £10k are categorised as capital receipts.

A proportion of receipts relating to Housing Revenue Account (HRA) dwellings sold under the Right To Buy (RTB) rules from 1st April 2012 is payable into a government pool, with the balance of the receipts (after a deduction to compensate the HRA for a

higher level of sales under the new rules) being available for general capital investment plus a prescribed requirement to provide new affordable housing. 50% of HRA receipts from non-RTB disposals are also required to be paid into the government pool, unless they are reinvested in new affordable housing or regeneration capital schemes, in which case the pooling requirement is waived.

The balance of receipts is required to be credited to the Usable Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's underlying need to borrow (the Capital Financing Requirement). Receipts are appropriated to the reserve from General Fund balances in the Movement in Reserves Statement.

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

Depreciation:

Depreciation is provided for on all assets with a determinable finite life, by allocating the value of the asset in the Balance Sheet over the periods in which the benefits from their use are expected to arise.

Depreciation is calculated on the following bases:

- Council dwellings – dividing the buildings element of the valuation (i.e. current less an adjustment for social housing) by the residual life of the property.
- Other buildings - straight-line allocation over the life of the property as estimated by the valuer.
- Vehicles – on a straight-line basis.
- Plant and Equipment – straight-line over the estimated life of the asset.
- Infrastructure – straight-line allocation over 40 years.

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

Depreciation is calculated on opening net book values and is based on the remaining useful life on the assets.

Schools:

Schools assets are included within the Council's Balance Sheet in line with the criteria for recognition of non-current assets set out in the Code of Practice.

Consideration is given to the recognition of the assets on a school-by-school basis but in effect the assets of all schools run under the standard community schools model (including Voluntary Controlled schools) are recognised because the Council is both the legal owner of the assets and also the beneficiary of them in substance. Where the governance of the school differs from the community school model (for example Academies, Voluntary Aided and Foundation Trust schools), the Council considers whether it has effective control of the school's assets in respect of access to future economic benefits or service potential, and also its exposure to the risks of ownership. Where this is not the case, the assets are not recognised on the Council's Balance Sheet.

Where schools become Academies, the Council retains legal title to the assets of the school but transfers the economic benefits and service potential of those assets to the Academy by way of a long lease. The Council therefore derecognises those assets from its Balance Sheet in line with the Code of Practice's provisions on leasing.

Heritage Assets

Heritage Assets were accounted for as a separate class of assets for the first time in the 2011/12 financial statements, in accordance with FRS 30 and the Code of Practice. Some of the Heritage assets were previously reported as community assets within property, plant and equipment. These have all been reclassified at their net book value and all have indeterminate useful economic lives and therefore it is not considered appropriate to charge depreciation.

Other Heritage Assets exhibits are held across the City in various locations such as New Walk Museum, the Guildhall and Newarke Houses Museum. These are recognised at insurance value as this is deemed to be the most appropriate, fair and suitable method. They are based on market values and updated every 3 years, or more frequently if there is evidence of material changes in value.

A number of other assets have been included in the Council's asset register as heritage assets. These assets have been included at a nominal fair value due to the improbability that any could be sold.

The carrying amounts in the Balance Sheet of all the assets (i.e. other than museum exhibits and assets held at nominal fair value) are reviewed as part of the on-going 5 year revaluation work undertaken by the Council and where there is evidence of impairment, such as physical deterioration, that impairment will be recognised and measured in accordance with the Council's general policies on impairment; see paragraph 17 – Property, Plant and Equipment on impairment.

Purchases and acquisitions, (for example by donations) are rare but when they do occur purchases will be recognised at cost and acquisitions will be initially recognised at a nominal value until valuations can be ascertained by either the museum's curators with reference to the appropriate commercial markets, or by an external valuer.

The Council will occasionally dispose of heritage assets which have a doubtful provenance or are unsuitable for display. The proceeds of such items are accounted for in accordance with the Council's general provisions relating to the disposal of property, plant and equipment. Any disposal proceeds will be disclosed separately in the notes to the financial statements and will be accounted for in accordance with the statutory requirements relating to capital expenditure and capital receipts; see section 17 – Property, Plant and Equipment.

20. Private Finance Initiatives

PFI, and similar contracts, are agreements to receive services which may include the requirement to provide assets by the supplier in the delivery of the service. In line with the requirements of the International Financial Reporting Interpretations Committee (IFRIC), as the Council is deemed to control the service, and ownership of the property will pass to the Council at the end of the contract, with no extra charge, the Council carries the value of the property and equipment used on its Balance Sheet as part of Property, Plant and Equipment.

The initial recognition of the assets, at fair value, is balanced by the recognition of the liability for amounts due to the scheme contractor to pay for the capital investment. The assets are subsequently revalued and depreciated, the same as other Property, Plant and Equipment.

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

- Fair Value of the service received in the year – charged to relevant service in the CIES.
- Finance Cost – the interest charge on the outstanding Balance Sheet liability, charged to the Finance and Investment line in the CIES.
- Contingent Rent – lease payments that increase or decrease as a result of changes in factors occurring subsequent to the inception of the lease, other than the passage of time.
- Payment towards the liability – applied to the Balance Sheet Liability.
- Lifecycle Costs – additional expenditure on assets either added as prepayment for the asset or to the service lines where not material, when the relevant work is carried out.

The schemes accounted for in this way are detailed further in the notes to the accounts.

21. Provisions, Contingent Liabilities and Assets

Provisions are made where an event has taken place that gives the Council an obligation that probably requires settlement by a transfer of economic benefits, but where the timing or amount of the transfer is uncertain. Such obligations need not be legal obligations, but can arise where the Council has created valid expectations that an obligation will be discharged.

Provisions are charged to the appropriate revenue account when the council becomes aware of the obligation, based on the best estimate of the likely settlement. When payments are eventually made, they are charged to the provision set up in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes more likely than not that a transfer of economic benefits will not be required the provision is reversed and credited back to the relevant revenue account.

Where some or all of the payment required to settle a provision is expected to be met by another party (e.g. from an insurance claim) this is only recognised as income in the relevant revenue account if it is virtually certain that reimbursement will be received if the obligation is settled.

Contingent liabilities arise 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 assets arise where an event has taken place that gives the council a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Council. Both contingent items are not recognised in the Balance Sheet but disclosed further in the notes to the accounts.

22. Reserves

The Council sets aside specific amounts as reserves for future policy purposes or to cover contingencies. They are created by appropriating amounts out of the General Fund balance in the Movement in Reserves Statement. When expenditure to be funded from the reserve is incurred it is charged to the appropriate service in year in the CIES. The Reserve is then appropriated back into the General Fund balance in the Movement in Reserves Statement. This avoids an impact in year on the General Fund Balance.

Certain reserves are kept to manage the accounting process for non-current assets, financial instruments, local taxation retirement and employee benefits and do not represent useable resources for the Council. These reserves are explained in further detail in Note 5 to the accounts.

23. Revenue Expenditure Funded from Capital Under Statute

Expenditure incurred during the year that may be capitalised under statutory provision but does not result in the creation of fixed assets has been charged as

expenditure to the relevant service revenue account in the CIES, in the year. Where the Council has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer to the Capital Adjustment Account then reverses out the amounts charged in the Movement in Reserves Statement from the General Fund balance to the Capital Adjustment Account so this no impact on the level of Council Tax.

24. VAT

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

Accounting standards issued but not adopted

There are no accounting standards that have been issued and not yet applied in the preparation of the Accounts.

LEICESTER CITY COUNCIL

ANNUAL GOVERNANCE STATEMENT 2016-17

1. Introduction

The Council is committed to good corporate governance and complies with the CIPFA/SOLACE “Delivering Good Governance Framework” (2016). The Framework requires local authorities to be responsible for ensuring that:

- their business is conducted in accordance with all relevant laws and regulations
- public money is safeguarded and properly accounted for
- resources are used economically, efficiently and effectively to achieve agreed priorities which benefit local people

This statement is produced in fulfilment of the requirements under the Accounts and Audit Regulations, 2015, to prepare an annual governance statement.

2. The Arrangements

The Council works within the governance framework summarised in Appendix 1, and has an approved Local Code of Corporate Governance. The following details how the Council meets the requirements of the framework through the core principles, systems, policies and procedures it has in place.

We have the following codes and rules:

- Finance Procedure Rules
- Code of Conduct for Members
- Code of Conduct for Employees
- Anti-fraud, Bribery and Corruption Policy
- Whistleblowing Policy
- Information Governance & Risk Policy

The City Mayor has set out a strategic vision in terms of a number of key pledges which relate to:

- Connecting Leicester
- Quality public transport
- Transforming the Waterside
- Increasing school places
- Attracting investment, jobs and skills

The key pledges are supported by the following key plans:

- Economic Action Plan
- Local Transport Plan
- Health and Wellbeing Strategy
- Sustainability Action Plan
- Children's Improvement Plan
- Heritage Action Plan
- Homelessness Strategy
- Air Quality Action Plan
- Flood Risk Management Strategy
- Departmental performance targets
- Budget Strategy
- Corporate Risk Management Strategy

We monitor:

- Delivery of the key plans and strategies
- Performance indicators, particularly in relation to children's and adult's social care
- Delivery of the Budget

We are transparent in our decision making through:

- Open Council & committee meetings with published minutes
- Published Executive decisions
- Scrutiny of Executive projects through committees
- Call in periods for Executive decisions
- Public engagement through consultation, representations and petitions
- Use of social media and engagement with the press and media
- Stakeholder engagement on key projects and partnership working
- Publication of Freedom of Information Act responses and transparency data

We are supported by:

- Democratic Services including Member and Civic Support Services, who also support member development
- An Organisational Development Team, who ensure effective development of employees
- A Communications function which includes PR, Media and Digital Media Teams

- A staff intranet and established internal communication channels, which provide guidance to staff
- Partnership working on key priorities
- An Information Assurance Team to support our data policies

We review processes and delivery throughout the year supported by:

- Internal Audit
- External Audit
- Information Governance
- Audit and Risk Committee
- Annual review of the Local Code of Corporate Governance
- Annual review of the Assurance Framework

Additional information on many of the areas detailed above can be found on the Councils website; www.leicester.gov.uk

3. Significant Governance Issues

The Council's review of processes enables the identification of any areas of the Council's activities where there are significant weaknesses in financial controls, governance arrangements or the management of risk. Overall, from this year's work, it can be concluded that controls are operationally sound and that the Council's financial management arrangements conform to the governance requirements of the CIPFA 'Statement on the Role of the Chief Financial Officer in Local Government'.

Areas of significant risk or priorities for action have been identified and are listed below, along with an update of the issues identified last year.

Follow Up of Issues Identified in 2015/16

Last year, the following areas were identified as significant governance issues. The table below sets out the action that has been taken to address these issues in the current year:

Issue Identified	Action taken to date:
Medium Term Financial Strategy – Estimated budget gap of £55m in 2019/20.	Continuous achievement of savings has reduced the gap to £40m.
Performance Management – Continue to ensure the effectiveness of performance management across the Council.	Performance of directorates has been reported to scrutiny committees during the year. This process will continue.
2015 OFSTED Inspection – an inspection of Services for Children in Need of Help and Protection, Children Looked After, and Care Leavers graded Leicester's children services as inadequate.	Following the introduction of the 12 week action plan introduced in April 2016, strong improvement has been made. This conclusion is supported by an independent review from the DfE and OFSTED.

Issues Identified in 2016/17

The areas of significant risk or priorities for action that have been identified are listed below:

Issue Identified	Planned Action:
Medium Term Financial Strategy - like all local authorities, the Council's financial viability is a key concern at a time of deep funding cuts.	The strategy is updated annually, and delivery of savings continually monitored.
2015 OFSTED Inspection – an inspection of Services for Children in Need of Help and Protection, Children Looked After, and Care Leavers graded Leicester's children's services as inadequate.	The improvement plan introduced in 2016/17 will continue during the coming year. This will be informed by peer reviews, service plans & the Local Children's Safeguarding Board business plan. A further inspection is planned in Summer 2017.

4. Conclusion

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

Signed:

City Mayor

Chief Operating Officer

Director of Finance

Appendix 1

KEY ELEMENTS OF THE COUNCIL'S GOVERNANCE FRAMEWORK

Key elements of the governance framework at Leicester City Council are summarised below:

Mayor, Executive and Council

- Provide leadership, develop and set policy

Decision making

- Decisions are recorded on the Council's website
- There is a period of grace in which decisions are open to review

Risk management

- Risk registers identify both operational and strategic risks
- Key risks are considered by Corporate Management Team half yearly

Scrutiny and review

- Scrutiny committees review Council policy and can challenge decisions
- Audit and Risk Committee approves the annual accounts and reviews policies & procedures that ensure good governance of the Council.
- Approve the Internal Audit Annual Report and opinion

Corporate Management Team

- Provide service level management and interface with the political leadership
- Head of Paid Service is the Chief Operating Officer, who is responsible for all Council staff and leading an effective corporate management team (CMT)
- Director of Finance is the s.151 Officer and is responsible for safeguarding the Council's financial position and ensuring value for money
- Monitoring Officer is the City Barrister & Head of Standards who is responsible for ensuring legality and promoting high standards of public conduct
- CMT includes all strategic and operational directors

SECTION 8 - GLOSSARY

This Glossary explains terms that may be encountered in discussion of Local Government finance. Definitions are intended to assist a general audience, rather than reflecting exactly the technical sense in which the terms are used.

Accountable Body

An accountable body is an organisation which takes financial responsibility for the management of funds which comprise of contributions from multiple organisations; the fund itself is not a legal entity.

Accounting Policies

Those principles, bases, conventions, rules and practices applied by an entity that specify how the effects of transactions and other events are to be reflected in the financial statements through recognising, selecting measurement bases for, and presenting assets, liabilities, gains, losses and changes in reserves. Accounting policies do not include estimation techniques.

Accruals

The concept that items of income and expenditure are recognised as they are earned or incurred, not as money is received or paid.

Actuarial Basis

The estimation technique applied when estimating the liabilities to be recognised for defined benefit pension schemes in the financial statements of an organisation.

Amortisation

The reduction in an amount carried on the Balance Sheet by the regular debiting or crediting to an Income and Expenditure Account.

Appropriation

The process of transferring balances from revenue to reserves and vice versa.

Asset

A resource controlled by the authority, as a result of past events and from which future economic benefits are expected to flow to the authority.

Assets Held for Sale

These are assets which are very likely to be sold within 12 months of the balance sheet date. They are therefore classified as Current Assets.

Audit of Financial Statements

An audit is an examination by an independent expert of the authority's financial affairs to check that the relevant legal obligations and codes of practice have been followed.

Balance Sheet

The Balance Sheet shows the assets and liabilities of the Authority.

Bonds

Investment in certificates of debts issued by a Government or company. These certificates represent loans which are repayable at a future date with interest.

Budget

The financial plan reflecting the Council's policies and priorities over a period of time.

Capital Expenditure

Expenditure on the purchase, construction or enhancement of major items which have a lasting value to the authority.

Capital Financing

The raising of money to pay for capital expenditure. There are various methods of financing capital expenditure including borrowing, direct revenue financing, usable capital receipts, capital grants, capital contributions and revenue reserves.

Capital Financing Requirement

Reflects the authority's level of debt relating to capital expenditure.

Capital Programme

The capital schemes the Authority intends to carry out over a specified time period.

Capital Receipts

Money the Council receives from selling assets (buildings, land etc.). Capital receipts from the sale of housing assets cannot be used entirely to fund new capital expenditure; a proportion must be paid to government.

CIPFA (Chartered Institute of Public Finance and Accountancy)

The principal accountancy body dealing with local government finance.

Code of Practice on Local Authority Accounting (The Code)

A publication produced by the Chartered Institute of Public Finance and Accountancy (CIPFA) that provides comprehensive guidance on the content of a Council's Statement of Accounts.

Collection Fund

A separate fund recording the expenditure and income relating to Council Tax and NNDR.

Community Assets

Assets that the Council intends to hold in perpetuity, that have no determinable useful lives and that may have restrictions on their disposal. Examples of community assets are parks and historic buildings.

Community Schools

Schools which the Council run, employ the staff and normally owns and maintains the land and buildings (with the exception of PFI schools).

Comprehensive Income and Expenditure Statement

This Statement reports the net cost of all services and functions for which the authority is responsible.

Contingent Liabilities

Liabilities which may or may not occur in the future. They often depend on future events for which the outcome cannot be predicted. Due to their uncertainty they do not appear in the balance sheet.

Council

The Council comprises the City Mayor and all elected Councillors who represent the various electoral divisions.

Council Tax

This is a tax, which is levied on the broad capital value of domestic properties, and charged to the resident or owner of the property.

Council Tax Base

This is a figure that expresses the total band D equivalent properties. The amount to be funded by Council Tax is divided by this, and charges for all other bands of property are based on this charge.

Council Tax Precept

The amount of income due to Leicestershire Police Authority and

Leicester, Leicestershire and Rutland Combined Fire Authority from the Council, who are responsible for billing Council Tax.

Creditors

Amounts owed by the Council for work done, goods received or services rendered but for which payment has not been made by the end of the financial year.

Debits and Credits

A debit represents expenditure against an account and a credit represents income to an account.

Debtors

Amounts due to the Council but unpaid at the end of the financial year.

Dedicated Schools Grant

A ring-fenced grant from the government that has to be used to fund the delegated budget of each school, together with certain items of related central expenditure.

Deficit

Arises when expenditure exceeds income or when expenditure exceeds available budget.

Depreciation

The term used to describe the charge made for the cost of using tangible fixed assets. The charge for the year will represent the amount of economic benefits consumed (i.e. wear and tear).

Direct Revenue Financing

The cost of capital projects that is charged against revenue budgets.

Equities

Ordinary shares in UK and overseas companies traded on a stock exchange. Shareholders have an interest in the

profits of the company and are entitled to vote at shareholder's meetings.

Executive

The City Mayor, Deputy City Mayor and Assistant City Mayors provide the executive function of the Council. The Council's Constitution sets out what matters are reserved to Council and its committees rather than the Executive.

Expenditure and Funding Statement

This statement shows how annual expenditure is used and funded from resources by the Council in comparison to those resources consumed or earned by authorities in accordance with generally accepted accounting practices.

Finance Lease

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

Financial Instruments

Financial instruments are formally defined in the Code as contracts that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

Financial Reporting Standards (FRSs)

Statements prepared by the Financial Reporting Council. Many of the Financial Reporting Standards (FRSs) and the earlier Statements of Standard Accounting Practice (SSAPs) apply to local authorities and any departure from these must be disclosed in the published accounts.

General Fund

The Council's main revenue account, covering the net cost of all services other than Council housing.

Going Concern

The going concern accounting concept assumes that the organisation will not

significantly curtail the scale of its operation in the foreseeable future.

Government Grants

Payment by Government towards the cost of local authority services. These are either for particular purposes or services (specific grants) or in aid of local services generally (formula grant).

Housing Benefits

A system of financial assistance to individuals towards certain housing costs administered by local authorities and subsidised by central government.

Housing Revenue Account (HRA)

A separate account to the General Fund which includes the expenditure and income arising with the provision of housing accommodation by the Council. The HRA is ring-fenced: no cross subsidy is allowed between the HRA and the General Fund in either direction.

Impairment Loss

A material reduction in the value of fixed assets outside the normal periodic revaluations.

Internal Audit

An independent appraisal function established by the management of an organisation for the review of the internal control system as a service to the organisation.

International Financial Reporting Standards (IFRSs)

These are guidelines for the production of financial statements. Many of these now apply to local authorities and departure from these must be disclosed in the published accounts.

International Financial Reporting Interpretations Committee (IFRIC) Aims to provide guidance on newly identified

financial reporting issues not specifically dealt with in IFRSs.

Inventories

Comprises; goods or other assets purchased for resale; consumable stores; raw materials and components purchased for incorporation into products for sale; products and services in intermediate stages of completion, long term contract balances and finished goods.

Investments

An asset which is purchased with a view to making money by providing income, capital appreciation or both.

Joint Venture

An organisation for which the Council has partial control and ownership, but decisions require the consent of all participants.

Leasing

A method of financing the acquisition of assets, notably equipment, vehicles and plant. This is normally for an agreed period of time, up to several years.

Liabilities

An obligation to transfer economic benefits. Current liabilities are payable within one year.

LOBO Loans

Lender Option, Borrower Option loans. This is a loan in which the lender can, at a predetermined time, request to change the interest rate at which the loan is being charged. If the borrower does not agree to the rate change, the borrower then has the option to repay the loan.

Long Term Borrowing

Loans raised to finance capital spending which have to be repaid over a period in excess of one year from the date of the accounts.

Materiality

Materiality is an expression of the relative significance or importance of a particular matter in the context of the financial statements as a whole.

Minimum Revenue Provision (MRP)

A minimum amount, set by law, which the Council must charge to the income and expenditure account, for debt redemption or for the discharge of other credit liabilities (e.g. finance lease).

Movement In Reserves Statement

This statement shows the movement in the year on the different reserves held by the authority, analysed into 'usable reserves' (i.e. those that be applied to fund expenditure or reduce local taxation) and other reserves.

National Non-Domestic Rate (NNDR)

Represents the rate of taxation on business properties. Central Government have the responsibility for setting the rate and Local Authorities are responsible for the billing and collection of the tax.

Net Book Value

The amount at which non-current assets are included in the balance sheet. It represents historical cost or current value less the cumulative amounts provided for Depreciation or Impairment.

Net Expenditure / Net Cost of Service

The actual cost of a service to an organisation after taking account of all income charged for services provided.

Non-Current Assets

Assets that yield benefits to the Council for a period of more than one year, examples include land, buildings and vehicles.

Operating Lease

A lease where an asset is used only for a small proportion of its economic life.

Operational Assets

Fixed assets held and occupied in the pursuit of strategic or service objectives.

Outflow

This represents cash going out of the Council.

Precept

An amount charged by another authority to the Council's Collection Fund. There are two preceptors on Leicester's collection fund: the Police and Crime Commissioner and the Leicestershire & Rutland Combined Fire Authority.

Primary Care Trust

A primary care trust was a former National Health Service administrative body, responsible for commissioning healthcare services.

Prior Period Adjustments

These are material adjustments relating to prior year accounts that are reported in subsequent years and arise from changes in accounting policies or from the correction of fundamental errors.

Private Finance Initiative (PFI)

An initiative for utilising private sector funding to provide public sector assets.

Provision

An amount of money set aside in the budget to meet liabilities that are likely or certain to arise in the future, but which cannot be quantified with certainty.

Prudential Borrowing

This gives local authority's freedom to borrow within prudent, affordable and sustainable limits.

Public Works Loan Board (PWLB)

A government agency providing long and short-term loans to local authorities. Interest rates are generally lower than the private sector, and slightly higher than the rates at which the Government may borrow.

Remuneration

All sums paid to or receivable by an employee and sums due by way of expenses allowances and the monetary value of any other benefits received other than in cash. Pension contributions payable by either employer or employee are excluded.

Revaluation Reserve

This reserve contains revaluation gains on assets recognised since 1 April 2007 only, the date of its formal implementation.

Reserves

Sums are set aside in reserves for future purposes rather than to fund past events. Earmarked reserves are those established for a specific purpose.

Revenue Expenditure

Represents day-to-day running expenses, e.g. salaries, fuel etc.

Revenue Expenditure Funded from Capital Under Statute (REFCUS)

This is expenditure that is classified as capital although it does not result in the creation of a fixed asset belonging to the Council.

Revenue Support Grant

A non-ring-fenced government grant which can be used by the authority to finance revenue expenditure on any service.

Royal Institute of Chartered Surveyors (RICS)

A professional body for land, property, construction and environmental related issues.

Service Reporting Code of Practice

SeRCOP (BVACOP) establishes 'proper practice' for consistent financial reporting, which allows direct comparisons to be made with financial information published by other local authorities.

Specific Grants

Grants paid to the Council for a specific purpose, including housing benefit, housing improvement, etc.

Subsidiary

An organisation that is under the control of the Council or the Council is the majority share holder.

Surplus

Arises when income exceeds expenditure or when expenditure is less than available budget.

Trading Accounts

A service run in a commercial style and environment, providing services that are mainly funded from fees and charges levied on customers.

Usable Capital Receipts Reserve

Represents the resources held by the Council that have arisen from the sale of non-current assets that are yet to be spent on other capital projects.

Voluntary-controlled schools

Schools which the Council run, employ staff, set admission criteria, and maintain land & buildings. But normally are owned by a charity, who appoints members to the governing body

Please ask for: Amy Oliver
Direct line: (0116) 4545667
Email: amy.oliver@leicester.gov.uk
Website: www.leicester.gov.uk
Our ref: AO/1617SOA
Date: 28th September 2017



John Cornett
KPMG LLP
St Nicholas House
31 Park Row
Nottingham
NG1 6FQ

Dear John

This representation letter is provided in connection with your audit of the financial statements of Leicester City Council ("the Authority"), for the year ended 31 March 2017 for the purpose of expressing an opinion:

- i. as to whether these financial statements give a true and fair view of the financial position of the Authority as at 31 March 2017 and of the Authority's expenditure and income for the year then ended; and
- ii. whether the financial statements have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.

These financial statements comprise the Expenditure and Funding Analysis, the Authority Movement in Reserves Statement, the Authority Comprehensive Income and Expenditure Statement, the Authority Balance Sheet, the Authority Cash Flow Statement, the Housing Revenue Account Income and Expenditure Statement, the Movement on the Housing Revenue Account Statement and the Collection Fund and the related notes.

The Authority confirms that the representations it makes in this letter are in accordance with the definitions set out in the Appendix to this letter.

The Authority confirms that, to the best of its knowledge and belief, having made such inquiries as it considered necessary for the purpose of appropriately informing itself:

Financial statements

1. The Authority has fulfilled its responsibilities, as set out in the Accounts and Audit Regulations 2015, for the preparation of financial statements that:
 - i. give a true and fair view of the financial position of the Authority as at 31 March 2017 and of the Authority's expenditure and income for the year then ended;
 - ii. have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.

The financial statements have been prepared on a going concern basis.

2. Measurement methods and significant assumptions used by the Authority in making accounting estimates, including those measured at fair value, are reasonable.
3. All events subsequent to the date of the financial statements and for which IAS 10 *Events after the reporting period* requires adjustment or disclosure have been adjusted or disclosed.
4. The effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.

Information provided

5. The Authority has provided you with:
 - access to all information of which it is aware, that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
 - additional information that you have requested from the Authority for the purpose of the audit; and
 - unrestricted access to persons within the Authority from whom you determined it necessary to obtain audit evidence.
6. All transactions have been recorded in the accounting records and are reflected in the financial statements.
7. The Authority confirms the following:
 - i) The Authority has disclosed to you the results of its assessment of the risk that the financial statements may be materially misstated as a result of fraud.

Included in the Appendix to this letter are the definitions of fraud, including misstatements arising from fraudulent financial reporting and from misappropriation of assets.

- ii) The Authority has disclosed to you all information in relation to:
 - a) Fraud or suspected fraud that it is aware of and that affects the Authority and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements; and
 - b) allegations of fraud, or suspected fraud, affecting the Authority's financial statements communicated by employees, former employees, analysts, regulators or others.

In respect of the above, the Authority acknowledges its responsibility for such internal control as it determines necessary for the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In particular, the Authority acknowledges its responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud and error.

8. The Authority has disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
9. The Authority has disclosed to you and has appropriately accounted for and/or disclosed in the financial statements, in accordance with IAS 37 *Provisions, Contingent Liabilities and Contingent Assets*, all

known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

10. The Authority has disclosed to you the identity of the Authority's related parties and all the related party relationships and transactions of which it is aware. All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with IAS 24 *Related Party Disclosures*.

Included in the Appendix to this letter are the definitions of both a related party and a related party transaction as we understand them as defined in IAS 24 and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.

11. The Authority confirms that:

- a) The financial statements disclose all of the key risk factors, assumptions made and uncertainties surrounding the Authority's ability to continue as a going concern as required to provide a true and fair view.
- b) Any uncertainties disclosed are not considered to be material and therefore do not cast significant doubt on the ability of the Authority to continue as a going concern.

12. On the basis of the process established by the Authority and having made appropriate enquiries, the Authority is satisfied that the actuarial assumptions underlying the valuation of defined benefit obligations are consistent with its knowledge of the business and are in accordance with the requirements of IAS 19 (Revised) Employee Benefits.

The Authority further confirms that:

- a) all significant retirement benefits, including any arrangements that are:
 - statutory, contractual or implicit in the employer's actions;
 - arise in the UK and the Republic of Ireland or overseas;
 - funded or unfunded; and
 - approved or unapproved,

have been identified and properly accounted for; and

- b) all plan amendments, curtailments and settlements have been identified and properly accounted for.

This letter was tabled and agreed at the meeting of the Audit and Risk Committee on 28 September 2017.

Yours faithfully,

Chair of the Audit and Risk Committee
Director of Finance and s151 Officer

Appendix to the Authority Representation Letter of Leicester City Council: Definitions

Financial Statements

A complete set of financial statements comprises:

- A Comprehensive Income and Expenditure Statement for the period;
- A Balance Sheet as at the end of the period;
- A Movement in Reserves Statement for the period;
- A Cash Flow Statement for the period; and
- Notes, comprising a summary of significant accounting policies and other explanatory information and the Expenditure and Funding Analysis.

A housing authority must present:

- A HRA Income and Expenditure Statement; and
- A Movement on the Housing Revenue Account Statement.

A local authority is required to present group accounts in addition to its single entity accounts where required by chapter nine of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2016/17.

A billing authority must present a Collection Fund Statement for the period showing amounts required by statute to be debited and credited to the Collection Fund.

A pension fund administering authority must prepare Pension Fund accounts in accordance with Chapter 6.5 of the Code of Practice.

An entity may use titles for the statements other than those used in IAS 1. For example, an entity may use the title 'statement of comprehensive income' instead of 'statement of profit or loss and other comprehensive income'.

Material Matters

Certain representations in this letter are described as being limited to matters that are material.

IAS 1.7 and IAS 8.5 state that:

“Material omissions or misstatements of items are material if they could, individually or collectively, influence the economic decisions that users make on the basis of the financial statements. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances. The size or nature of the item, or a combination of both, could be the determining factor.”

Fraud

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorisation.

Error

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

Prior period errors are omissions from, and misstatements in, the entity's financial statements for one or more prior periods arising from a failure to use, or misuse of, reliable information that:

- a) was available when financial statements for those periods were authorised for issue; and
- b) could reasonably be expected to have been obtained and taken into account in the preparation and presentation of those financial statements.

Such errors include the effects of mathematical mistakes, mistakes in applying accounting policies, oversights or misinterpretations of facts, and fraud.

Management

For the purposes of this letter, references to "management" should be read as "management and, where appropriate, those charged with governance".

Related Party and Related Party Transaction

Related party:

A related party is a person or entity that is related to the entity that is preparing its financial statements (referred to in IAS 24 *Related Party Disclosures* as the "reporting entity").

- a) A person or a close member of that person's family is related to a reporting entity if that person:
 - i. has control or joint control over the reporting entity;
 - ii. has significant influence over the reporting entity; or
 - iii. is a member of the key management personnel of the reporting entity or of a parent of the reporting entity.
- b) An entity is related to a reporting entity if any of the following conditions applies:
 - i. The entity and the reporting entity are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
 - ii. One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
 - iii. Both entities are joint ventures of the same third party.
 - iv. One entity is a joint venture of a third entity and the other entity is an associate of the third entity.
 - v. The entity is a post-employment benefit plan for the benefit of employees of either the reporting entity or an entity related to the reporting entity. If the reporting entity is itself such a plan, the sponsoring employers are also related to the reporting entity.
 - vi. The entity is controlled, or jointly controlled by a person identified in (a).

- vii. A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).
- viii. The entity or any member of a group of which it is a part, provides key management personnel services to the reporting entity or to the parent of the reporting entity.

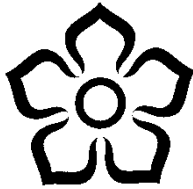
Key management personnel in a local authority context are all chief officers (or equivalent), elected members, the chief executive of the authority and other persons having the authority and responsibility for planning, directing and controlling the activities of the authority, including the oversight of these activities.

A reporting entity is exempt from the disclosure requirements of IAS 24.18 in relation to related party transactions and outstanding balances, including commitments, with:

- a) a government that has control, joint control or significant influence over the reporting entity; and
- b) another entity that is a related party because the same government has control, joint control or significant influence over both the reporting entity and the other entity.

Related party transaction:

A transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.



Leicester
City Council

WARDS AFFECTED
All

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:

Corporate Management Team

6 September 2017

Audit & Risk Committee

28 September 2017

Internal Audit Annual Report and Opinion for the financial year 2016-17

Report of the Director of Finance

1. Purpose of Report

- 1.1.** The report provides the Authority with an Internal Audit Annual Report and Opinion for 2016-17, drawing upon the outcomes of Internal Audit work performed over the course of that year. The report also concludes on the Effectiveness of Internal Audit.

1.2 Recommendations

The Audit & Risk Committee is recommended to:

- Receive and approve the contents of the Annual Report and Opinion
- Note that for the year ended 31 March 2017, an internal audit opinion of 'substantial assurance' has been given in relation to the overall adequacy and effectiveness of the Authority's control environment
- Note that the individual assignment opinions expressed together with significant matters arising from internal audit work (see separate report brought to this meeting 'Internal Audit Update Report 2016-17') have been given due consideration when developing and reviewing the Authority's Annual Governance Statement for 2016-17 (also presented to this meeting for approval)
- Note the conclusions of the self-assessment of the internal audit function's effectiveness
- Make any recommendations it sees fit to the Director of Finance or the Executive.

2. Summary

In line with the Public Sector Internal Audit Standards (PSIAS), which were revised from April 2016, the Head of Internal Audit should provide an annual report to 'the Board' (defined in the City Council's Internal Audit Charter as the

Audit and Risk Committee) timed to support the annual governance statement. The annual report must include:

- a. an annual internal audit opinion on the overall adequacy and effectiveness of the Council's control environment, i.e. its framework of governance, risk management and control
- b. a summary of the audit work from which the opinion is derived (given in 'Internal Audit Update Report 2016-17' also presented to this Committee)
- c. reliance placed on any other assurance providers
- d. any qualifications to the opinion, together with the reason for qualification
- e. disclosure of any impairments or restriction to the scope of the opinion
- f. a comparison of actual audit work undertaken with planned work (given in 'Internal Audit Update Report 2016-17' presented to this Committee)
- g. the performance of Internal Audit against its performance measures and targets (given in 'Internal Audit Update Report 2016/17' also presented here to this Committee)
- h. any other issues the Head of Internal Audit considers relevant to the Annual Governance Statement

2.2 This report also contains conclusions following an internal self-assessment of the function's effectiveness which included:

- The degree of conformance with the PSIAS and the results of any quality assurance and improvement programme
- The outcomes of the performance indicators
- The degree of compliance with CIPFA's Statement on the Role of the Head of Internal Audit

It should be noted that during the financial year 2017-18 an external review of the internal audit function's conformance with PSIAS will be undertaken to satisfy requirements to have such a review once in every five years.

2.3 The Internal Audit Annual Report and Opinion 2016-17 and the Review of Effectiveness of Internal Audit are shown at Appendix A.

2.4 On the basis of the Internal Audit work performed during 2016-17 and input from the former Head of Internal Audit and Risk Management (in post for the financial year in question), the Head of Finance is able to give an opinion of **substantial** assurance on the overall adequacy and effectiveness of the framework of governance, risk management and control..

2.5 The outcomes of the self-assessment of the function's effectiveness review conducted by the former Head of Internal Audit and Risk Management, and reviewed by the Head of Assurance Services at Leicestershire County Council, confirm that Internal Audit:

- On the whole, conforms with the Public Sector Internal Audit Standards;
- Is continually monitoring performance and looking for ways to improve; and,

- Is compliant with CIPFA Statement on the Role of the Head of Internal Audit in Public Sector Organisations.

These findings, therefore, indicate that reliance can be placed on the opinions expressed by the former Head of Internal Audit and Risk Management, which have then been used to inform the Authority’s Annual Governance Statement.

3. Report

- 3.1 Please refer to Appendix A – Internal Audit Annual Report and Opinion 2016-17.

4. Financial, Legal and Other Implications

4.1. Financial Implications

As defined in the Public Sector Internal Audit Standards (PSIAS), internal audit is an independent, objective assurance and consulting activity designed to improve and add value to the Council’s operations. It should help the Council to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes. The self-assessment against PSIAS has concluded that there are no significant areas of non-conformance; however, some areas for improvement have been identified.

Colin Sharpe, Head of Finance, ext. 37 4081

4.2. Legal Implications

Internal audit aids the fulfilment by the Council of its statutory responsibilities under the Accounts and Audit (England) Regulations 2015 (which were applicable throughout the financial year 2016-17) for independently evaluating the Council’s system of internal control. It is an important part of the way the duties of the Director of Finance are met as the responsible financial officer under s151 of the Local Government Act 1972.

Kamal Adatia, City Barrister and Head of Standards – 37 1401

5. Other Implications

Other Implications	Yes/No	Paragraph/reference within supporting information
Equal Opportunities	No	-
Policy	No	-
Sustainable and Environmental	No	-
Climate Change	No	-
Crime and Disorder	No	-
Human Rights Act	No	-
Elderly/People on Low Income	No	-
Corporate Parenting	No	-
Health Inequalities Impact	No	-
Risk Management	Yes	The whole report concerns the Internal Audit process and its outcomes, a main

Other Implications	Yes/No	Paragraph/reference within supporting information
		purpose of which is to give assurance to Directors and this Committee that risks are being properly identified and managed appropriately by the business.

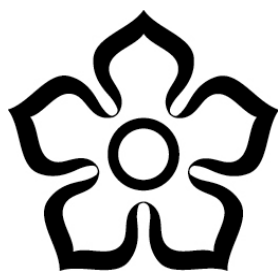
6. Consultations

The Corporate and Finance Management Teams have been consulted on this report. Information relating to Internal Audit reports referred to has been shared with members of the Audit & Risk Committee and relevant Directors.

7. Report Author

Colin Sharpe, Head of Finance, ext. 37 4081

Based on a draft report by the former Head of Internal Audit and Risk Management; and reviewed by Neil Jones, Head of Assurance Services, Leicestershire County Council



Leicester
City Council

Internal Audit
Leicester City Council

Internal Audit Annual Report and Opinion 2016-17

August 2017

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1 Introduction

- 1.1 The duties of the Audit & Risk Committee as set out in its terms of reference include:

On behalf of the Council, to approve the Head of Internal Audit's annual report and opinion, considering the level of assurance given over the Council's corporate governance arrangements and decide on appropriate actions.

and

To consider, challenge and approve (but not direct) Internal Audit's strategy and plan and monitor performance on an annual basis.

- 1.2 The Authority is required by the Accounts and Audit Regulations 2015 to undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance. The standards are set out in the Public Sector Internal Audit Standards (PSIAS) which came into effect in April 2013 and were revised from April 2016 and guidance is provided by CIPFA's Local Government Application Note (2013).

- 1.3 The standards require the person acting in the capacity of 'Chief Audit Executive' (during 2016-17 this was the City Council's former Head of Internal Audit and Risk Management); to provide a written report to those charged with governance (known in this context as the Audit and Risk Committee) to support the Annual Governance Statement (AGS). This report must set out:-

- The opinion on the overall adequacy and effectiveness of the Authority's control environment i.e. its framework of governance, risk management and control during 2016/17, together with reasons if the opinion is not favourable;
- A summary of the internal audit work carried out from which the opinion is derived, the follow up of management action taken to ensure implementation of agreed action as at financial year end and any reliance placed upon third party assurances;
- Any issues that are deemed particularly relevant to the Annual Governance Statement (AGS);
- A statement on conformance with the Public Sector Internal Audit Standards and the results of the quality assurance and improvement programme, the outcomes of the performance indicators and the degree of compliance with CIPFA's Statement on the Role of the Head of Internal Audit.

- 1.4** When considering this report, the statements made therein should be viewed as key items which need to be used to inform the Authority's Annual AGS, but there are also a number of other important sources to which the Audit and Risk Committee (and statutory officers of the Council) should be looking to gain assurance. Moreover, in the course of developing overarching audit opinions for the authority, it should be noted that the assurances provided here, can never be absolute and therefore, only reasonable assurance can be provided that there are no major weaknesses in the processes subject to internal audit review. The annual opinion is thus subject to inherent limitations (covering both the control environment and the assurance over controls) and these are examined more fully throughout the rest of this report.

2. ANNUAL OPINION OF THE HEAD OF INTERNAL AUDIT

2.1 Roles and responsibilities

- The Authority's management, statutory officers and executive is responsible for establishing and maintaining appropriate risk management processes, control systems, accounting records and governance arrangements.
- The AGS is an annual statement that records and publishes the Authority's governance arrangements.
- An annual internal audit opinion is required on the overall adequacy and effectiveness of the Authority's framework of governance, risk management and control, based upon and limited to the audit work performed during the year.

This is achieved through the delivery of the risk based Internal Audit Plan discussed and approved at Corporate Management Team (CMT) and then approved by the Audit and Risk Committee (ARC) at its meeting on the 23 March 2016. Any justifiable adjustments to the plan are requested during the year and are agreed with senior management and are then approved by ARC in the quarterly plans brought to Committee throughout the year. The annual internal audit opinion does not imply that Internal Audit has reviewed all risks and assurances, but it is one component to be taken into account during the preparation of the AGS.

The Audit and Risk Committee should consider the opinion, together with any assurances from management, its own knowledge of the Authority and any assurances received throughout the year from other review bodies such as the external auditor.

2.2 The overall opinion itself is that the Authority's framework of governance, risk management and controls is overall **substantial** – for a reminder of the levels of assurance and their definitions please see **Annex 1**. It is noted that the assurance levels given in the 48 reports assessed in the year 2016/17 break down as below:

- Full – 5
- Substantial 27
- Partial – 15
- Little or No – 1

In providing the opinion the Authority's risk management framework and supporting processes, the relative materiality of the issues arising from the internal audit work during the year and management's progress in addressing any control weaknesses identified therefrom have been taken into account. The opinion has been discussed with the Chief Operating Officer and the Director of Finance prior to publication.

3. AUDIT WORK UNDERTAKEN DURING THE YEAR

3.1 The Committee has been informed in detail of the internal audit work delivered during the 2016-17 year and the levels of assurance used in the 'Internal Audit Update Report 2016-17' presented separately to this Committee meeting.

3.2 Internal audit work is divided into four broad categories:

- Annual opinion audits;
- Fundamental financial systems that underpin the Authority's financial processing and reporting;
- Other systems identified as worthy of a review by the risk assessment processes within the authority;
- Significant computer systems which provide the capability to administer and control the Authority's main activities.

3.3 The internal audit plan allows an amount of time for follow up work to be carried out to ensure that significant recommendations are implemented properly. In addition, this Committee receives regular reports from the Head of Internal Audit in relation to implementation of Internal Audit recommendations and thus keeps a watching brief on progress throughout the financial year.

3.4 Internal Audit work has not identified any weaknesses that are considered significant enough for disclosure within the Annual Governance Statement.

4. THIRD PARTY ASSURANCES

- 4.1** In arriving at the overall opinion reliance has not been placed on any third party assurances.

5. SELF ASSESSMENT OF THE EFFECTIVENESS OF INTERNAL AUDIT

5.1 Degree of conformance with Public Sector Internal Audit Standards (PSIAS) & results of the Quality Assurance Improvement Programme (QAIP)

- 5.1.1** A checklist for conformance with the PSIAS and CIPFA's Local Government Application Note was completed by the former Head of Internal Audit and Risk Management for 2016-17. This covered the Definition of Internal Auditing, the Code of Ethics and the Standards themselves.
- 5.1.2** The Attribute Standards address the characteristics of organisations and parties performing internal audit activity, in particular; Purpose, Authority and Responsibility, Independence and Objectivity, Proficiency and Due Professional Care, and Quality Assurance and Improvement Programme (which requires both internal and (every 5 years) external assessments).
- 5.1.3** The Performance Standards describe the nature of internal audit activities and provide quality criteria against which the performance of these services can be evaluated, in particular; Managing the Internal Audit Activity, Nature of Work, Engagement Planning, Performing the Engagement, Communicating Results, Monitoring Progress and Communicating the Acceptance of Risks.
- 5.1.4** On conclusion of completion of the checklist full conformance was ascertained in relation to the Definition of Internal Auditing, the Code of Ethics and the Performance Standards.
- 5.1.5** In relation to the Attribute Standards in order to achieve full conformance an external assessment would be required. This must be done within 5 years of the PSIAS coming into force, i.e. by 31 March 2018. The City Council plans to delegate its internal audit function to the County Council, and as such the County's Head of Assurance Services will be responsible for arranging an assessment and reporting the outcomes to the Head of Finance and this Committee.
- 5.1.6** In relation to the Quality Assurance and Improvement Programme (QAIP), internal assessments were undertaken on a regular basis and performance was regularly assessed and reported upon.
- 5.1.7** The detailed checklists were shared and discussed with the Chief Operating Officer and Director of Finance for independent scrutiny and verification. They are contained in Annex 2

5.2 Performance Indicator outcomes

5.2.1 The Internal Audit Service is benchmarked against a number of performance indicators as agreed by the Audit and Risk Committee. Actual performance against these targets is outlined below:

5.2.2 Where appropriate audit briefs are issued shortly after the audits are started and within 10 days. Feedback forms are issued when the final report is issued. However, returns are increasingly 'patchy'. Nevertheless, of the nine received the responses were very positive, with over 95% indicating that the overall service was good to excellent. If there was any dissatisfaction, then this would become known in other ways, but there have not been any such cases that have come to attention.

5.2.4 A key measurement is plan delivery. The 'Internal Audit Update Report - 2016-17' also on today's agenda, revealed that 95% of all audits had been completed to at least the draft report stage.

5.3 Effectiveness of the Head of Internal Audit (HIA) arrangements as measured against the CIPFA Role of the HIA

5.3.1 This Statement sets out the five principles that define the core activities and behaviours that apply to the role of the Head of Internal Audit, and the organisational arrangements to support them. The principles are:

- Champion best practice in governance, objectively assessing the adequacy of governance and management of risks;
- Give an objective and evidence based opinion on all aspects of governance, risk management and internal control;
- Undertake regular and open engagement across the Authority, particularly with the Management Team and the Audit Committee;
- Lead and direct an Internal Audit Service that is resourced to be fit for purpose; and
- To be professionally qualified and suitably experienced.

5.3.2 Completion of the checklist confirmed full compliance with the CIPFA guidance on the Role of the Head of Internal Audit in relation to the five principles set out within.

5.3.3 The detailed checklist has been forwarded to the Chief Operating Officer and the Director of Finance for independent scrutiny and verification.

6. ANNUAL REVIEW OF THE EFFECTIVENESS OF AUDIT AND RISK COMMITTEE

- 6.1** In its publication *Audit Committees – Practical Guidance for Local Authorities*, CIPFA provided a self-assessment checklist to assist Councils in reviewing the effectiveness of their Audit Committees.
- 6.2** Using this checklist, it is considered that the Audit and Risk Committee meets all the requirements for an effective Audit Committee.
- 6.3** In summary:
- The Committee meets regularly and its chair and membership are sufficiently independent of other functions in the Council. Meetings are conducted constructively and are free and open and are not subject to political influences;
 - The Committee's terms of reference, which were formally revised and approved during the year, provide a sufficient spread of responsibilities covering internal and external audit, risk management and governance;
 - The Committee plays a sufficient role in the management of Internal Audit, including approval of the audit plan, review of Internal Audit's performance and the outcomes of audit work and management's response to that; and
 - The Committee receives reports from KPMG as the Council's external auditor and maintains an overview of the external audit process including the fees charged.
- 6.4** However, it is acknowledged that Committee members need suitable training. Arrangements have been made to provide training on a relevant topic at the beginning of every meeting of the Committee. The Committee is subject, of course, to the risk of turnover of membership each municipal year, which is an inevitable consequence of the political environment in a local authority. Should this happen, 1 to 1 training for new members is offered.

ANNEX 1 - Internal Audit Assurance Levels

1. Most reports issued by Internal Audit provide an assessment of the assurance that can be derived from its work in relation to the system or activity reviewed.
2. This assurance refers to the effectiveness of controls in operation, in the context of managing identified risks to an acceptable level. It also reflects the materiality of any weaknesses identified, and is determined in parallel with the significance allocated to each recommendation.
3. The table below shows levels of assurance with the relevant indicative overall audit conclusions and the significance of recommendations:

Level of Assurance	Audit Conclusion	Significance of Audit Recommendations
Full	Controls are in place to reduce the risks to an acceptable level.	No recommendations or very few, low significance, recommendations.
Substantial	Controls sufficiently reduce the level of risk, but there are some reservations; most risks are adequately managed, for others there are minor issues that need to be addressed by management.	Some medium, mostly low significance recommendations.
Partial	Only some of the risks are adequately managed; for others, there are significant issues that need to be addressed by management.	Many recommendations, some high, many medium significance.
Little or No	The level of risk remains high and immediate action is required by management.	Many high significance recommendations, addressing all or most of the risks.

4. It is stressed that the levels of assurance in the accompanying analysis are based on Internal Audit's findings during the particular audit and are not a summary of the whole of the activity itself. The level of assurance in each case does not necessarily mean that a system or process is either entirely sound or fundamentally flawed. For practical reasons, audit reviews focus on key risk areas and do not always encompass the full range of activity. Furthermore, it is almost inevitable that there will be material findings in audit reviews at any large organisation; the City Council is no different in this respect.
5. In each case, our audit reports make recommendations we feel are necessary to address any weaknesses identified. Service management have generally responded positively to the audit work and the recommendations made and have agreed steps to strengthen procedures accordingly. Implementation of our recommendations is a management responsibility and Internal Audit follows up the implementation of recommendations after issuing the final audit report, with summaries regularly reported to the Audit & Risk Committee.

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

The PSIAS define Internal Audit as follows:

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

The Standards are lengthy and detailed. Set out below is a summary of Leicester City Council Internal Audit's 2017 self-assessment of conformance against each of the headings. It is worthy of note that the requirement is conformance rather than strict compliance. In other words, it is sufficient for the intentions to be met even if the specified requirements are not, provided that suitable identified compensating measures are in place. Those items specifically identified as remaining to be addressed are included in the Quality Assurance and Improvement Programme, QAIP, as identified in the table below.

Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
1	Definition of Internal Audit (IA)					
	a) Independent	Y			IA Charter, audit plans, working relationship with management and Audit & Risk Committee	
	b) Objective	Y			IA Charter	
2	Code of Ethics					
	• Integrity	Y			IA Charter, codes of conduct, conditions of service.	
	• Objectivity	Y			Allocation of work, supervisory review, declarations of interests.	
	• Confidentiality	Y			Information governance law and policy, codes of conduct, conditions of service.	
	• Competency	Y			Allocation of work, professional qualifications and continuing professional development.	
	Standards					
3	Attribute Standards					
3.1	1000 Purpose, Authority and Responsibility	Y			IA Charter, Audit & Risk Committee Terms of Reference (both subject to annual review), Finance Procedure Rules.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	1010 Recognition of the Definition of Internal Auditing, the Code of Ethics and the Standards in the Internal Audit Charter	Y			Explicitly stated in the introductory paragraphs of the IA Charter on the first page.	
3.2	1100 Independence and Objectivity	Y			IA Charter, status of Head of Internal Audit & Risk Management.	
	1110 Organisational independence	Y			<p>In most important respects there is full conformance with the details of the Standard.</p> <p>However:</p> <ul style="list-style-type: none"> The Audit & Risk Committee as ‘the Board’ does not approve the Internal Audit budget and resource plan. These are part of the overall Finance divisional budget and are subject to the associated approval processes. The Audit & Risk Committee is kept informed about IA developments and resources. The Committee would also be advised about any inappropriate limitations on IA’s scope or resources. The Audit & Risk Committee does not appoint or remove the chief audit executive (the Head of Internal Audit & Risk Management). This is an officer decision but the Committee would be kept informed. Feedback is not sought from the Chair of the Audit & Risk Committee for the Head of Internal Audit & Risk Management’s performance appraisal. However, the Director of Finance would know whether or not the Chair of Audit & Risk Committee was happy with the Head of Internal Audit & Risk Management’s performance. 	<p>None.</p> <p>The exceptions identified are considered to be sufficiently covered by compensating measures and are therefore not in need of further resolution.</p>
	1111 Direct interaction with the Board	Y			The Audit & Risk Committee formally has the responsibility as ‘The Board’ for Leicester City Council.	
	1120 Individual Objectivity	Y			Professional standards apply to all staff. Avoidance of conflicts of interest in e.g. allocation of work.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	1130 Impairment to Independence or Objectivity	Y			The Head of Internal Audit & Risk Management has operational responsibility for Risk Management. In the event of an audit of the Risk Management function, the Audit Manager (or from late 2015 a Principal Auditor) would assume the 'chief audit executive' responsibility for the audit and reserve the right to report independently to senior management should the need arise. Regular rotation of staff responsibility is limited by a small team but there is sufficient supervisory review. Audit plans are approved by the Audit & Risk Committee as 'the Board' except for very urgent work, which would be reported in the next IA update report to the Committee.	
3.3	1200 Proficiency and Due Professional Care	Y				
	1210 Proficiency	Y			All members of the IA team have sufficient qualifications, knowledge and experience.	
	1220 Due Professional Care	Y			All audits have agreed terms of reference and there are sufficient audit methods and work plans in place to ensure adequate coverage of governance, risk and control processes.	
	1230 Continuing Professional Development (CPD)	Y			Individual CPD for qualified staff. Annual performance and development reviews (appraisals) for all staff.	
3.4	1300 Quality Assurance and Improvement Programme	Y			The annual review of effectiveness of whole internal audit function is no longer required under the new Accounts & Audit Regulations.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	1310 Requirements of the Quality Assurance and Improvement Programme		P		The reviews of conformance, including this one, have all been internal self-assessments. The PSIAS require at least one external assessment every five years; this is to be arranged following the delegation of the IA function for 2017/18 to the County Council.	Arrangement of an external assessment by a professionally competent external assessor for the annual review in 2017-18. QAIP ref 1.
	1311 Internal Assessments	Y				
	1312 External Assessments			N	Not done yet, and therefore no assessment of the professional competence of the external assessor. All this is planned.	Arrangement of an external assessment by a professionally competent external assessor for the annual review 2017-18. QAIP ref 1.
	1320 Reporting on Quality Assurance and Improvement Programme		P		The QAIP had not been reported upon until the report to Audit & Risk Committee 02/12/2015. Now part of the 'Annual Report and Opinion Paper' which goes to A&RC each September. Broad results of assessments and statements of conformance have been included in IA annual Reports 2013-14 and 2014-15.	QAIP reported to Audit and Risk Committee 02/12/2015 and as part of the Report and Opinion paper in September 2017.
	1321 Use of 'Conforms with the International Standards for the Professional Practice of Internal Auditing'	N/A			This wording has not hitherto been used by IA. See QAIP, Appendix 2 below.	Once the QAIP has been completed, IA will conform as stated. QAIP ref 1.
	1322 Disclosure of Non-conformance	Y			None identified beyond those items mentioned in this report. None are fundamental.	
4	Performance Standards					
4.1	2000 Managing the Internal Audit Activity	Y			There is nothing in the IA Charter or IA plans or the Council's assurance framework that was not fulfilled by IA in 2016-17.	
	2010 Planning	Y			IA planning is risk-based, by way of reference to the Council's risk registers, consultation with all directors and by means of quarterly plans that enable emerging risks to be accommodated.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	2020 Communication and Approval	Y			All IA plans (annual and quarterly) and update reports (half-yearly and annual) are reported to senior management and the Audit & Risk Committee as 'the Board'. These identify any constraints such as resource shortages.	
	2030 Resource Management	Y			Constraints on audit planning and resources are reported to senior management and the Audit & Risk Committee.	
	2040 Policies and Procedures		P		There was an audit manual but it was largely superseded by the detailed guidance built in to the Pentana audit IT system supplemented by information available online via the Council's intranet. The manual was, therefore, abandoned in 2015.	
	2050 Coordination		P		The Council's assurance framework refers to other sources of assurance and IA works in close coordination with the external auditor. Assurance mapping is not done in any comprehensive way by IA but it was to have been developed under the partnership agreement with Assurance Lincolnshire, where the process is well established. This arrangement ended prematurely late in 2016. Implementation at Leicester would need senior management agreement and may be pursued under the new Internal Audit delivery arrangements with the County Council.	Exploration of the potential for assurance mapping now that the City's IA is to be delivered by the County. QAIP ref 2.
	2060 Reporting to Senior Management and the Board	Y			There are regular, roughly quarterly, update reports to senior management and the Audit & Risk Committee. Respective reports cover both IA and Risk Management; the latter include 'horizon-scanning' for emerging risks. As the Head of Internal Audit & Risk Management is responsible for both functions, there is a high degree of coordination between the two.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	2070 External Services Provider and Organisational Responsibility for Internal Auditing	N/A			Not applicable. The IA service is entirely in-house.	
4.2	2100 Nature of Work	Y			The requirements of the definition of IA (see above at the head of Appendix 1) are clearly the essential purpose of IA and underpin the way in which Leicester City Council IA operates.	
	2110 Governance	Y			IA fulfils the requirements as written, except to the extent that IA is not intended to take the place of service management in ensuring effective organisational performance management and accountability. IA takes a leading role in reviewing and updating the governance processes by way of the annual review of the assurance framework and the local Code of Corporate Governance and coordinating the production of the Council's Annual Governance Statement. The Head of Internal Audit & Risk Management coordinates the Audit & Risk Committee's work programme, i.e. its timetable of reports and training, involving all relevant parties. Most such reports are also taken to senior management and this is coordinated by the Head of Internal Audit & Risk Management. IA does not do this more generally, however; nor should it as that is management's role.	
	2120 Risk Management	Y			The required activities fall within the remit of the Head of Internal Audit & Risk Management in his risk management role. As IA reports to the Head of Internal Audit & Risk Management, there has not been a recent detailed IA review of the RM function. However, the proactive approach taken by RM and the close working with IA mean that IA can derive a high level of assurance on the identification and management of risk and its alignment with the objectives of the Council. IA activity is risk-based and reference is made to the relevant risk registers both in audit planning and operational audits. Though relevant to IA, the risk of fraud is covered specifically by the Corporate Investigations Team, which currently sits outside IA. There is regular liaison between the two functions.	

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	2130 Control	Y			Evaluation of the adequacy, effectiveness, design and operation of controls in place is the principal function of IA.	
4.3	2200 Engagement Planning	Y			All audits have agreed terms of reference or an engagement letter covering the objectives, scope, timing and reporting. Arrangements were in place for planning audit engagements for organisations other than the City Council under separate trading agreements; for example, Assurance Lincolnshire and RMBC.	
	2210 Engagement Objectives	Y			The objectives of each audit engagement are agreed at the start of the Audit. Whether they include all the items listed in the Standards depends on the individual audit.	
	2220 Engagement Scope	Y			The scope of each audit engagement is agreed at the start of the audit. Whether all the items listed in the Standards are included depends on the individual audit.	
	2230 Engagement Resource Allocation	Y			Audits are allocated to staff according to skills, knowledge and Availability (which has been a key factor in the decision to delegate the City's function to the County, due to inability to recruit to the three vacancies carried through most of the FY 2016-17).	
	2240 Engagement Work Programme	Y			The requirements for audit work programmes are largely set out in the Work plans and steps in the Pentana audit IT system.	
4.4	2300 Performing the Engagement	Y			Work is performed in the way specified by the Standard, as follows:	
	2310 Identifying Information	Y			Sufficient, reliable, relevant and useful information is identified subject to IA's general principle of 'we report as we find'; if necessary information is not available, IA will report the fact.	
	2320 Analysis and Evaluation	Y			IA conclusions are based on appropriate analysis and evaluation of the information available. Auditors are alert to the risks of such things as fraud, error and conflict of interests on the part of audit clients when conducting audits. Results of audit work are documented; usually in electronic form, to which access is restricted. IA is bound by the Council's corporate records retention policy.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

	2330 Documenting Information	Y		<p>Documenting of evidence – usually now electronic – is fundamental to the audit process.</p> <p>It is the policy of IA that all audits are performed to the re-performance standard (i.e. such that another competent auditor could re-perform the test and come to the same conclusion) and all audits are subject to supervisory review.</p>	
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Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	2340 Engagement Supervision	Y			All audits are subject to supervisory review and sign-off by means of the structured approach enforced by the Pentana audit IT system. Evidence is retained.	
4.5	2400 Communicating Results	Y			All audits result in a report of some kind, either a formal report or a Memo or email. There is also a closing meeting unless the client declines the opportunity for this. Reports are mostly by exception, i.e. only adverse findings are reported in detail.	
	2410 Criteria for Communicating	Y			Audit reports are based on standard templates that include all of the Standard's requirements. Audit clients have the opportunity to discuss findings and recommendations prior to finalisation. Recommendations are graded according to materiality based on risk. Each report gives an overall opinion in the form of a level of assurance or other statement.	
	2420 Quality of Communications	Y			Supervisory review processes are in place to ensure that IA reports are accurate, objective, clear, concise, constructive, complete and timely.	
	2421 Errors and Omissions	Y			There are processes to ensure that IA reports do not contain errors or omissions, including supervisory review and the opportunity for clients to confirm factual accuracy by means of closing discussions or draft reports. If an error were identified in an IA report, a corrected report would be issued.	
	2430 Use of 'Conducted in Conformance with the International Standards for the Professional Practice of Internal Auditing'	Y			Individual audit reports do not say this, and we do not see the need. In overall terms, IA operates in conformance with the PSIAS and this is specifically stated, as required, in the IA Annual Report.	
	2431 Engagement Disclosure of Non-conformance	N/A			The situation has not arisen and is not anticipated where non-conformance with the PSIAS affects a specific audit engagement. Full conformance with PSIAS across the entire audit service is the aim and no specific engagement would be considered to fall outside the Standards in whole or in part.	

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Ref	Conformance with the Standard	Yes	Part	No	Notes	Areas to be addressed
	2440 Disseminating Results	Y			Distribution of IA reports to client management follows agreed protocols. All reports are available to the external auditor. The outcomes of all except externally traded audits are reported in summary to the Audit & Risk Committee, with particular attention drawn to those identifying material concerns. Reports are not divulged to anyone else without the client's permission.	
	2450 Overall Opinion	Y			The IA annual opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control is set out in the IA Annual Report. It makes clear that it refers to work completed within the financial year in question and is based solely on IA work done including any assurance derived from other sources. Any qualification of the opinion would be specified but this has never arisen.	
4.6	2500 Monitoring Progress	Y			Implementation of IA recommendations is followed up by IA, usually by means of re-testing the exceptions previously identified and reporting on the outcome. Any significant non-response or non-implementation is reported to the Audit & Risk Committee. The IA opinion (level of assurance) on the audited activity is not revised as the follow-up testing is concentrated on the previous adverse findings, not the whole system. However, many audits include follow-up of previous recommendations and the degree of implementation will influence the ensuing level of assurance.	
4.7	2600 Communicating the Acceptance of Risks	N/A			The situation has never arisen where client management has accepted an unacceptable level of risk. Under the IA Charter, IA reserves the right to escalate such matters to more senior management, the Audit & Risk Committee or the City Mayor.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

Introduction

Under the Public Sector Internal Audit Standards (ref 1300): the Quality Assurance and Improvement Programme (QAIP) is *‘designed to enable an evaluation of the internal audit activity’s conformance with the Definition of Internal Auditing and the Standards and an evaluation of whether internal auditors apply the Code of Ethics. The programme also assesses the efficiency and effectiveness of the internal audit activity and identifies opportunities for improvement’*.

Set out below is the QAIP for Leicester City Council Internal Audit for 2017-18. This will be subject to agreement with and possible amendments by the Head of Assurance Services at the County Council once the function is fully delegated to the County Council.

Conformance with the Definition of Internal Auditing and the PSIAS:

This was subject to a detailed self-assessment against all aspects of the Standards and the results were summarised in Appendix 1. All are deemed to be sufficiently achieved subject to the following exceptions or opportunities to strengthen conformance that have been identified:

No.	PSIAS Ref	Standard	Action needed	Action taken or planned	Notes
1	3.4	1310 Requirements of the Quality Assurance and Improvement Programme 1312 External Assessments 1321 Use of ‘Conforms with the International Standards for the Professional Practice of Internal Auditing’	Arrangement of an external assessment by a professionally competent external assessor for the annual review in 2017-18.	Identification and engagement of a professionally competent external assessor.	

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

No.	PSIAS Ref	Standard	Action needed	Action taken or planned	Notes
2	4.1	2050 Coordination	Exploration of the potential for assurance mapping.	The IA function is being delegated to the County Council with whom this will be fully discussed and solutions explored.	

The QAIP process involves ongoing monitoring of the performance of the internal audit activity. In practice, this means:

Internal Assessment

Continuing assessment and quality assurance includes the following:

- A structured process for conducting audits, largely governed by procedural steps specified within the Internal Audit IT database system (Pentana) for the various types of audit work. The steps and methods themselves are subject to continuing review and update.
- Agreement of terms of reference or equivalent at the outset of every audit.
- Documented supervisory review of all audit work.
- Review and approval of all draft and final audit reports by the Head of Internal Audit and Risk Management or nominated deputy.
- Feedback received via client satisfaction survey questionnaires at the end of each audit.
- All Internal Audit staff are subject to the Council’s code of conduct and other conditions governing ethical conduct including independence, objectivity and impartiality. This includes measures to avoid conflicts of interest.

Periodic assessment includes the following:

- Annual review of conformance to the Public Sector Internal Audit Standards. The outcome of the 2017 review is given above and the 2018 review will be by independent, external assessors.

Annex 2 - Review of Conformance to the Public Sector Internal Audit Standards – 2017

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- Quarterly and annual reporting to senior management and the Audit & Risk Committee on the performance of Internal Audit and the outcomes of audit work including the annual audit opinion.
 - Annual review of the Internal Audit Charter and the Internal Audit Plan and Strategy.
 - Reference to, but no longer reliance upon, Internal Audit work by the external auditor, with particular reference to coverage of the main financial systems.

External Assessment

Under the PSIAS (ref 1321), *'External assessments must be conducted at least once every five years by a qualified, independent assessor or assessment team from outside the organisation.'*

This requirement came into force in 2013 and for Leicester City Council has not yet taken place. As identified in the table above, an external assessment will need to be undertaken by March 2018. The outcome of this will be reported to the Audit & Risk Committee in accordance with the Standards.

Appendix B1

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

