AUDIT AND STANDARDS COMMITTEE

BURNLEY TOWN HALL

Wednesday, 17th July, 2019 at 6.30 pm

SUPPLEMENTARY AGENDA

PUBLISHED Tuesday,16th July 2019

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Annual Accounts 2018/19

REPORT TO AUDIT AND STANDARDS COMMITTEE

DATE	**17 July 2019**
PORTFOLIO	**Resources & Performance Management**
REPORT AUTHOR	**Asad Mushtaq**
TEL NO	**01282 425011**
EMAIL	**amushtaq@burnley.gov.uk**

PURPOSE

1. To present the Council's audited Statement of Accounts for 2018/19, to obtain the formal approval of the Committee to the audited accounts, and to ask that they be signed by the chair of the Committee.

2. To ask the Audit and Standards Committee to approve the Letter of Representation from the Head of Finance & Property to Grant Thornton (the external auditors) and to ask that it be signed by the chair of the Committee.

3. To inform the Audit and Standards Committee of the audit findings.

RECOMMENDATION

4. Members are asked to:
   a) Approve and sign the Statement of Accounts
   b) Approve and sign the Letter of Representation
   c) Note the audit findings

REASONS FOR RECOMMENDATION

5. To ensure that the Council complies with its statutory duty to consider, approve and sign by way of committee and publish the audited Statement of Accounts by no later than 31 July 2019.

SUMMARY OF KEY POINTS

6. The 2018/19 Statement of Accounts have been produced under the Code of Practice on Local Authority Accounting in the UK to 2018/19 standards.

7. The Council complied with its statutory duty to publish an unaudited Statement of Accounts by the 31 May 2019. The Statement of Accounts were certified by the Head of Finance and Property, as the Councils statutory Chief Finance Officer on the 29 May 2019 and published on the Councils website for public inspection.

8. The external audit of the Statement of Accounts has now been concluded by Grant Thornton and I am pleased to report that the Councils auditors are satisfied that the

accounts present a true and fair view of the Councils financial position. The audited Statement of Accounts is attached for information and final approval as Appendix 1.

9. Elsewhere on the agenda is the Auditors report on the 2018/19 Statement of Accounts and governance arrangements and the Councils approved Annual Governance Statement.

10. There have been two material changes to the draft Statement of Accounts which are detailed in Note 32, both result in the restatement of the 2017/18 figures for a downward revaluation of property and a reclassification of short-term financial investments. The 2018/19 figures have been updated to reflect the potential effect of the McCloud case on the pension liability. In addition there have been a few minor changes to the Statement of Accounts as agreed with the external auditors.

11. There has been one recommendation for the Council to subject the asset register to a detailed review as a result of audit testing identifying a fully depreciated asset which had been disposed still being recorded on the asset register. During 2019/20 we intend to undertake a full review of the existing asset register.

12. The wording of the external auditor's opinion on the Statement of Accounts and the conclusion on the Council's arrangements for securing value for money is contained within the auditor's Audit Findings Report (Appendix 3). Once the opinion and conclusion have been formally disclosed to the Committee they will form part of the published Statement of Accounts on the Council's website. The chair of the Audit and Standards Committee is required to sign the Statement of Accounts prior to the publication.

13. Part of the process of obtaining a favourable opinion from the external auditor is that representations are required to be made by the Chief Financial Officer about a range of issues upon which confidence is placed during the course of the audit. These representations are contained in the Letter of Representation which is attached as Appendix 2. The Head of Finance and Property, as the Council's statutory Chief Finance Officer (Section 151 Officer), will sign this letter at your meeting after discussion with the Audit and Standards Committee. In accordance with external audit requirements the chair is also asked to sign the letter of representation.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

14. Audited Statement of Accounts as Appendix 1

POLICY IMPLICATIONS

15. None

DETAILS OF CONSULTATION

16. None

BACKGROUND PAPERS

17. None

FURTHER INFORMATION	
PLEASE CONTACT:	**Asad Mushtaq**
ALSO:	

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Statement of Accounts 2018/19

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Contents

1. Narrative Reports and Written Statements

NARRATIVE REPORT

This booklet presents the Council's accounts for the year ended 31 March 2019. The accounts conform to the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 (the Code), which is based on International Financial Reporting Standards (IFRSs).

The layout and purpose of each statement is as follows:-

EXPLANATORY STATEMENTS

- **Narrative Report** - provides an easily understandable guide to the most significant matters reported in the accounts, including a summary of operating activity during the year.
- **Statement of Responsibilities** - explains the responsibilities of the Council and its Chief Financial Officer in relation to the Council's financial affairs and the Statement of Accounts.

CORE STATEMENTS

- **Comprehensive Income and Expenditure Statement** – this shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. Authorities raise taxation to cover expenditure in accordance with statutory requirements; this may be different from the accounting cost. The taxation position is shown in both the Expenditure and Funding Analysis and the Movement in Reserves Statement. The top half of the statement provides an analysis by service area whilst the bottom half deals with corporate transactions and funding. The Code requires the Council to analyse the cost of service in the same format reported during the year.
- **Movement in Reserves Statement** – this statement shows the movement from the start of the year to the end on the different reserves held by the Council, analysed into 'usable' reserves (i.e. those that can be applied to fund expenditure or reduce local taxation) and other 'unusable' reserves (i.e. those that cannot be applied to fund expenditure or reduce local taxation e.g. pensions reserve). The statement shows how the movements in year of the Council's reserves are broken down between gains and losses incurred in accordance with generally accepted accounting practices and the statutory adjustments required to return to the amounts chargeable to Council Tax for the year. The Net Increase/Decrease line shows the statutory General Fund Balance movements in the year following those adjustments.
- **Balance Sheet** - this shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Council. The net assets of the authority (assets less liabilities) are matched by the reserves held. Reserves are reported in two categories, usable and unusable. Usable reserves are those that the Council may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use (for example the Capital Receipts Reserve that may only be used to fund capital expenditure or repay debt). Unusable reserves are those that the Council is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses (for example the Revaluation Reserve), where amounts would only become available to provide services if the assets are sold; and reserves that hold timing differences shown in the Movement of Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.
- **Cash Flow Statement** – this statement shows the changes in cash and cash equivalents during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council are funded by way of taxation and grant income or from the recipients

of services provided by the Council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Council.

NOTES TO THE CORE FINANCIAL STATEMENTS

All the notes to the core statements above are collected in one place. Later in this document there is an explanation of the policies used in the preparation of the figures in these accounts, especially changes made during the year.

OTHER STATEMENTS

The Collection Fund and notes – this statement reflects the Council's statutory obligation to maintain a separate Collection Fund for its transactions as a billing authority in relation to Council Tax and Non-Domestic Rates.

GLOSSARY

At the end of the booklet there is a glossary which explains some of the technical terms used in these accounts.

REVENUE INCOME AND EXPENDITURE

Revenue income and expenditure relates to the day-to-day running of all the services that the Council provides. Before the start of the financial year the Council prepares the annual revenue budget reflecting the estimated net expenditure to be incurred in the year on the provision of services. The budget is then regularly reviewed and revised during the year to incorporate known changes in planned and actual revenue income and expenditure.

REVENUE BUDGET

The revenue budget for 2018/19 was approved by Full Council on 21 February 2018 and amounted to a net figure of £15.090m. The revenue budget in 2018/19 delivered savings of £1.862m; this is on top of the £12.613m saved in the previous seven years. This net budget figure was funded as follows:

	Net Budget £000s
Business Rates	5,473
Revenue Support Grant	2,228
Council Tax	6,739
Council Tax Surplus	89
New Homes Bonus	561
	15,090

In addition, the Council received requests for Council Tax precepts of £0.110m to fund expenditure by Parish and Town Councils. In total this resulted in a Council Tax precept of £6.849m.

REVENUE SURPLUS

In determining the budget for the year there was no planned transfer to or from accumulated general balances but there was a planned contribution of £0.083m to earmarked reserves. There were further planned contributions from earmarked reserves of £0.955m arising from decisions made during the financial year as part of the revenue budget monitoring process. This gave a revised net planned overall contribution from earmarked reserves of £0.872m.

The Statement of Accounts shows that there was a revenue break-even position for the year after taking into account an actual net contribution to earmarked reserves of £0.468m.

The table below details where the break-even position is shown in these accounts:

	Net Surplus £000s
Comprehensive Income and Expenditure Statement - Deficit on provision of services	5,344
Adjustments between accounting basis and funding basis under regulations - General Fund balance (Note 7)	(5,812)
Net contribution to Earmarked Reserves in year (see note below)	468
Revenue surplus 2018/19	**0**

The revenue net contribution to earmarked reserves of £0.468m gives an increase in earmarked reserves for the year to £7.246m as detailed below:

	Under Spending £000s	Earmarked Reserves Utilised £000s	Earmarked Reserves Balance £000s	General Fund Balance £000s
Balances brought forward 1 April 2018			(6,778)	(1,379)
Position as per Budget Monitoring Report – end December 2018				
Earmarked Reserves decrease	0	872	872	0
Estimated break-even position at year end	0	0	0	0
Estimated year end Earmarked Reserves balance			**(5,906)**	**(1,379)**
Year-end position				
Change to break-even position at year end	0	0	0	0
Movement in transfer (to)/from Earmarked Reserves	0	(1,340)	(1,340)	0
	0	**(468)**	**(7,246)**	**(1,379)**
Net underspend 2018/19				
Balance carried forward 31 March 2019	0	0	(7,246)	(1,379)
Less: Opening balances	0	0	6,778	1,379
Balance transferred (to) / from Earmarked Reserves			**(468)**	**0**

The level of the General Fund Balance has remained at the prescribed level of £1.379m under the Council's Medium Term Financial Strategy. The main reasons for the net overall break-even position generated on the revenue account are shown in the table below:

	Major Variances £000s
Underspends / Increased Income	
Net decrease in provisions	(361)
External Audit fees savings	(20)
Other net underspending in services	(160)
Increased Expenditure / Reduced Income	
Increased business rate collection costs	169
Net workforce planning costs *	174
Net decrease in income	198
Total Break-Even	0

* Workforce planning costs total £400,000 of which £226,000 funded from earmarked reserves. Balance of £174,000 charged to services

CAPITAL EXPENDITURE

Capital expenditure relates to the cost of the provision of, or enhancement of, assets or other expenditure where the benefits last beyond the financial year in question. The precise definition of capital expenditure is set out in the Capital Finance Regulations. Capital and revenue transactions must be accounted for separately.

In 2018/19 the Council spent £6.422m on capital projects compared with a revised capital budget of £7.823m. During the year £0.3m was invested on the NW Burnley Growth Corridor, £0.6m spent on the Open Market and Former Cinema Block, £0.6m on the restoration of Thompson Park and £1.4m on housing renovations for disabled facilities.

For 2019/20 the Council will invest £1.4m on the Empty Homes Programme, £2.5m on the NW Burnley Growth Corridor, £5.7m on Sandygate Square, and around £3.3m on Better Care grants. This will complement all four themes of our strategic objective; people, places, prosperity and performance.

The differences on the various areas of the capital budget are summarised in the following table. The shortfall in spending compared to that allowed for in the budget for the services shown was largely due to schemes which did not progress as quickly as anticipated and will now be carried out in 2019/20.

Capital Expenditure	Approved Budget 2018/19 £M	Actual 2018/19 £M	Variance £M
Regeneration and Planning Policy			
Burnley Vision Park	0.3	0.1	0.2
Former Open Market and Former Cinema Block	0.6	0.6	0
NW Burnley Growth Corridor	0.8	0.3	0.5
Town Centre & Weavers Triangle Project Work	0.4	0.3	0.1
Other	0.1	0.1	0

Capital Expenditure	Approved Budget 2018/19 £M	Actual 2018/19 £M	Variance £M
Housing			
Disabled Facilities Renovations	1.5	1.4	0.1
Empty Homes Programme	1.1	1.0	0.1
Other	0.3	0.3	0
Streetscene			
CCTV Infrastructure	0.1	0.1	0
Other	0.1	0.1	0
Facilities Management			
Building Infrastructure Works	0.6	0.4	0.2
Contribution to Shopping Centre Redevelopment	0.4	0.4	0
Other	0.2	0.2	0
Green Spaces and Amenities			
Thompson Park – Restoration Project	0.7	0.6	0.1
Other	0.3	0.3	0
Chief Executive			
Ward Opportunities Fund	0.1	0	0.1
Leisure Client			
St Peters LC – Gym Refurbishment	0.2	0.2	0
Total Capital Expenditure	7.8	**6.4**	1.4

BORROWING

The total amount outstanding as at 31 March 2019 on long-term loans borrowed from the Public Works Loan Board (PWLB) to finance capital expenditure was £21.7m. In addition there was at this date £1.8m of short-term PWLB loans borrowing. The sources of borrowing totalling £23.5m are identified in note 12e, and an analysis of the periods to repayment shown in note 31e to the core financial statements. This borrowing should be seen in the context of the total value of the Council's long-term assets which is shown in the balance sheet at £93.2m. The Prudential Code for Capital Finance in Local Authorities regulates local authority borrowing and gives freedom to councils to borrow as long as the revenue costs are capable of being met in the opinion of the Chief Financial Officer and are in keeping with prudential indicators and guidelines.

PENSIONS COSTS

The requirements of international accounting regulations (IAS19) in relation to post-employment benefits, i.e. pensions, have been fully incorporated into the Comprehensive Income and Expenditure Statement with actuarial gains and losses being recognised in Other Comprehensive Income and Expenditure, as Note 29 explains in detail.

A pensions reserve and a pensions liability are incorporated within the Council's accounts reflecting the amount by which the Burnley element of the Lancashire County Council pension fund is under-funded compared with the assessed payment liabilities to pensioners now and in the future.

There are also entries in the Comprehensive Income and Expenditure Statement and the Movement in Reserves Statement to show the pensions benefits earned in the year. All of these pensions costs entries do not however affect the amount calculated as being due from taxpayers through Council Tax. The overall pensions liability of the Council as at 31 March 2019 was £58.948m (£57.995m as at 31 March 2018). More information on the assumptions used by the actuaries can be found at Note 29e.

Pension costs and liabilities for employees transferred to our strategic partner are now incurred by Liberata plc. Any liabilities accumulated prior to transfer will remain with the Council.

ORGANISATIONAL PERFORMANCE

The Council, each year, has proactively prepared a cost reduction programme to ensure a balanced budget. Nevertheless, the Council's performance scorecard data suggests that cost saving decisions have not significantly diminished performance in key service areas.

In 2018/19, the council has successfully retained its Gold Investors in People accreditation and Health and Wellbeing Award. Only 15% of organisations assessed under the updated and more rigorous IiP version 6 Standard have attained gold status. The independent Practitioner particularly commended the outcome given, "the added stretch that the new version 6 Standard provides and given the significant amount of change the organisation continues to go through, including the requirement to continue to make significant financial savings and to deliver services with a reducing workforce."

The table below shows Burnley Council's achievements in 2018/19:

Measure	Target	Result
Average number of days per employee lost to sickness absence (Burnley staff attendance is amongst the highest in Lancashire)	6	5.69
Percentage of calls answered within the target response time	80%	80%
Average number of days to process benefit new claims and changes of circumstances *	9	4.77
Current year council tax collection	94.50%	95.11%
Street cleanliness and enforcement	Survey results show that the targets for litter, detritus, graffiti and flyposting were met during 2018/19	
Housing and Development Control – vacant properties brought back into use (strategic objective)	40	84
Job growth and inward investment (Key strategic priority)	£28m	£41.5m

** The latest available data for comparison with other areas is from Q3 2018/19 (this measures housing benefit processing only) and shows that Burnley's housing benefit processing time overall was 5 days in that quarter, compared to a statistical nearest neighbour average of 8 days.*

In September 2018, the LGA Corporate Peer Challenge review team reported that "The council has made significant progress in relation to a range of economic, housing and regeneration projects…There was evidence of a strong shared vision for the borough, with the council viewed as a respected and valued partner. Crucially, jobs growth in the borough has outstripped many parts of the country."

STRATEGIC RISKS

The Council operates a risk management process at corporate and operational levels. The aim of this is to monitor and manage risk to attainment of corporate and operational objectives. Action is taken to manage these and a recursive process is undertaken to review the impact and deliberate on what if any further progress needs to be made.

The Council's risk management process has identified several strategic risks to the delivery of services by the Council. The highest risk concerns financial stability. Loss of funding from income or Central Government and external cost pressures combine to impact on the Council's finances. To manage this risk we have taken steps to change how services are delivered (such as partnership working) and keep these elements monitored to identify action at an early stage. Service levels are not intended to be lowered despite costing less to deliver. Close monitoring arrangements and client-contractor dialogue is maintained at various levels of the partnership i.e. corporate, operational and specific projects.

The Council's position is dependent on decisions taken in other organisations, such as Central Government or regional partnerships. The risk is that these decisions do not take Burnley into account and adversely impact on the Council's services and ability to deliver. The Council seeks to be involved in partnerships to further encourage educational attainment, economic development and built environment of the borough. Furthermore the Council engages with Central Government decision makers to raise awareness of the impact of Government policies and where appropriate seek to lobby decisions for the benefit of residents and businesses.

CURRENT ECONOMIC CONDITIONS

Economic growth was weak at 0.2% in the first quarter of the calendar year 2018, before picking up to 0.7% in quarter 3. This growth trend reversed in quarter 4 with growth returning to the start of the year level of 0.2%, mainly as a result of all the uncertainties over Brexit.

The Monetary Policy Committee raised Bank Rate from 0.5% to 0.75% in August 2018, and it is felt unlikely that there will be any further action from the MPC until the uncertainties over Brexit clear. Wage inflation peaked at a new post financial crisis high of 3.5% (excluding bonuses) in the 3 months to the end of December 2018, with British employers ramping up their hiring rate at the fastest pace in more than 3 years as the country's labour market defied the broader weaknesses in the overall economy as Brexit approached. The number of people in work helped push down the unemployment rate to 3.9%, its lowest since 1975.

CPI inflation reached a new low of 1.8% in January 2019 before increasing slightly to 1.9% in February 2019.

The rise in wage inflation and fall in CPI inflation increases consumer spending power, with the difference between the two now around 1.5% which is a real term increase. As the UK economy is very much services sector driven, an increase in household spending power is likely to provide some support to the overall rate of economic growth in the coming months.

Any increase in interest rates will provide additional income through interest earned on investments and cash surpluses held by the Council. This would assist in funding the cost of services provided by the Council, but the impact is likely to be modest as rate increases are likely to be small and gradual.

Any benefit from increases in interest rates will, however, be more than offset by continued pressure on income from fees and charges due to the reduction in consumer spending power, by increased costs of delivering services, due to relatively high inflation and increasing demand, and the continuing reductions in Government funding.

The Council's Medium Term Financial Strategy 2019/24 takes all known factors which affect the finances of the Council, including those set out above, into account but there are also significant uncertainties, not least of which are the impact of the UK leaving the European Union and the forthcoming Local Government Funding Reform and Spending Review which will affect funding available to the sector. The strategy highlights a continuation of financial pressures with the Council having to find further significant savings for the foreseeable future. Savings will be delivered through strategic prioritisation to protect key services, service transformation, continuous improvement and an increasingly commercial approach.

Against this background the Council has approved a balanced budget for 2019/20 and is pro-actively considering measures to address forecast budget gaps in future years.

Despite these considerable financial challenges, the Council continues to take forward initiatives designed to revitalise the local economy and promote growth and prosperity. Complementing a range of high profile regeneration initiatives in recent years, the Council has recently approved entering into an agreement for the development of a leisure and retail scheme in the town centre on the former Pioneer site in Curzon Street, which would include a cinema, restaurants, a public plaza, shops and car park.

A key focus for the authority is to grow the local economy and attract investment into the borough. The creation of 'Vision Park' incorporating modern units for hi-tech digital and manufacturing businesses provides an opportunity to bring high quality jobs into Burnley. The Council works closely with private sector partners, including local businesses through the Burnley Bondholders Scheme, to promote growth and create jobs in the borough in a challenging economic climate.

The Council is also working with key strategic partners, including the University of Central Lancashire (UCLAN) and East Lancashire NHS trusts, to support expansion plans and facilitate their ambitions for Burnley to be a 'University Town'.

ACCOUNTING POLICIES

The accounting policies adopted by the Council are explained later in the Statement of Accounts and follow the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19. There has been no major impact to finances as a result of any change to accounting policy.

FURTHER INFORMATION

Further information about the Statement of Accounts is available from the Head of Finance and Property, Town Hall, Manchester Road, Burnley, BB11 9SA. In addition, members of the public have the statutory right to inspect the Statement of Accounts and supporting documents at certain times prior to the audit being completed. For 2018/19 this right is to be exercised for 30 working days beginning 30 May 2019. Residents of the Borough who are Council Tax payers may register any objection to the accounts in writing to the External Auditor. The Council also presents a number of other key documents throughout the year which would complement the Statement of Accounts. Some of these are listed below:

Key documents (All of the documents listed below can be accessed searching www.burnley.gov.uk)	
Medium Term Financial Strategy (MTFS) and Strategic Risk Register	Considers the medium term financial outlook, highlighting uncertainties, and underlying risk and makes recommendations to mitigate any risks.
Capital Budget (establishing and monitoring)	Sets out the capital budget for the new year and monitoring reports review the progress on the current year budget.
Revenue Budget (establishing and monitoring)	Sets out the revenue budget for the new year and monitoring reports review the progress on the current year budget.
Annual Governance Statement	Statutory document produced annually after reviewing governance and internal control aspects of the Council.
Code of Corporate Governance	Explains how the Council will carry out its functions in a way that demonstrates accountability, effectiveness, integrity and inclusivity.
Strategic Plan	Describes the Council’s priorities and vision for the future.

EXTERNAL AUDIT

Grant Thornton have been appointed with the responsibility for the external audit of the Council’s accounts. The Auditor's Report & Opinion is contained within the Statement of Accounts. The name and address of the Council's External Auditor is:

Mark Heap
Engagement Lead
Grant Thornton UK LLP
4 Hardman Square
Spinningfields
Manchester
M3 3EB

STATEMENT OF RESPONSIBILITIES

THE AUTHORITY'S RESPONSIBILITIES

The Authority is required:

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

THE CHIEF FINANCIAL OFFICER'S RESPONSIBILITIES

As Chief Financial Officer, I am responsible for the preparation of the Authority's Statement of Accounts in accordance with proper practices as set out in CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 ("the Code").

In preparing this Statement of Accounts I have:

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

I have also:

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

CERTIFICATE OF CHIEF FINANCIAL OFFICER

I certify that the Statement of Accounts presents a true and fair view of the financial position of Burnley Borough Council at 31 March 2019 and its income and expenditure for the year then ended, including any known post balance sheet events at 31 July 2019.

Asad Mushtaq

Head of Finance and Property
Chief Financial Officer (Section 151 Officer)

31 July 2019

DRAFT INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BURNLEY BOROUGH COUNCIL

REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

OPINION

We have audited the financial statements of Burnley Borough Council (the 'Authority') for the year ended 31 March 2019 which comprise the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement the Balance Sheet, the Cash Flow Statement, the Collection Fund Statement, notes to the financial statements and Accounting Policies. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19.

In our opinion, the financial statements:

- give a true and fair view of the financial position of the Authority as at 31 March 2019 and of its expenditure and income for the year then ended;
- have been prepared properly in accordance with the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19; and
- have been prepared in accordance with the requirements of the Local Audit and Accountability Act 2014.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the financial statements' section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Chief Financial Officer's (Section 151 Officer) use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Chief Financial Officer (Section 151 Officer) has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Authority's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The Chief Financial Officer (Section 151 Officer) is responsible for the other information. The other information comprises the information included in the Statement of Accounts, the Narrative Report and the Annual Governance Statement other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge of the Authority obtained in the audit or otherwise appears to be

materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OTHER INFORMATION WE ARE REQUIRED TO REPORT ON BY EXCEPTION UNDER THE CODE OF AUDIT PRACTICE

Under the Code of Audit Practice published by the National Audit Office on behalf of the Comptroller and Auditor General (the Code of Audit Practice) we are required to consider whether the Annual Governance Statement does not comply with the 'Delivering Good Governance in Local Government: Framework (2016)' published by CIPFA and SOLACE or is misleading or inconsistent with the information of which we are aware from our audit. We are not required to consider whether the Annual Governance Statement addresses all risks and controls or that risks are satisfactorily addressed by internal controls.

We have nothing to report in this regard.

OPINION ON OTHER MATTER REQUIRED BY THE CODE OF AUDIT PRACTICE

In our opinion, based on the work undertaken in the course of the audit of the financial statements and our knowledge of the Authority gained through our work in relation to the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources, the other information published together with the financial statements in the Statement of Accounts, the Narrative Report and the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

Under the Code of Audit Practice, we are required to report to you if:

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make a written recommendation to the Authority under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application to the court for a declaration that an item of account is contrary to law under Section 28 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or;
- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014, in the course of, or at the conclusion of the audit.

We have nothing to report in respect of the above matters.

RESPONSIBILITIES OF THE AUTHORITY, THE CHIEF FINANCIAL OFFICER (SECTION 151 OFFICER) AND THOSE CHARGED WITH GOVERNANCE FOR THE FINANCIAL STATEMENTS

As explained more fully in the Statement of Responsibilities, the Authority is required to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Chief Financial Officer (Section 151 Officer). The Chief Financial Officer (Section 151 Officer) is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19, for being satisfied that they give a true and fair view, and for such internal

control as the Chief Financial Officer (Section 151 Officer) determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Chief Financial Officer (Section 151 Officer) is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless there is an intention by government that the services provided by the Authority will no longer be provided.

The Audit and Standards Committee is Those Charged with Governance. Those charged with governance are responsible for overseeing the Authority's financial reporting process.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS - CONCLUSION ON THE AUTHORITY'S ARRANGEMENTS FOR SECURING ECONOMY, EFFICIENCY AND EFFECTIVENESS IN ITS USE OF RESOURCES

CONCLUSION

On the basis of our work, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General in November 2017, we are satisfied that the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

RESPONSIBILITIES OF THE AUTHORITY

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

AUDITOR'S RESPONSIBILITIES FOR THE REVIEW OF THE AUTHORITY'S ARRANGEMENTS FOR SECURING ECONOMY, EFFICIENCY AND EFFECTIVENESS IN ITS USE OF RESOURCES

We are required under Section 20(1)(c) of the Local Audit and Accountability Act 2014 to be satisfied that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. We are not required to consider, nor have we considered, whether all aspects of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

We have undertaken our review in accordance with the Code of Audit Practice, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General in November 2017, as to whether in all significant respects the Authority had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people. The Comptroller and Auditor General determined this criterion as that necessary for us

to consider under the Code of Audit Practice in satisfying ourselves whether the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to be satisfied that the Authority has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS - CERTIFICATE

We certify that we have completed the audit of the financial statements of Burnley Borough Council in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Code of Audit Practice.

USE OF OUR REPORT

This report is made solely to the members of the Authority, as a body, in accordance with Part 5 of the Local Audit and Accountability Act 2014 and as set out in paragraph 43 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. Our audit work has been undertaken so that we might state to the Authority’s members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and the Authority's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Heap
For and on behalf of Grant Thornton UK LLP, Local Auditor

Manchester

July 2019


CRAZY GOLF AT PRAIRIE

2. Core Financial Statements

Core Financial Statements

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

		Restated 31 March 2018			31 March 2019		
COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT	Note	Gross Expend £000s	Income £000s	Net Expend £000s	Gross Expend £000s	Income £000s	Net Expend £000s
Continuing Services							
Management Team		440	-	440	332	-	332
Policy and Engagement		1,024	(365)	659	898	(399)	499
People and Development		340	-	340	265	-	265
Green Spaces and Amenities		4,004	(2,268)	1,736	4,233	(2,350)	1,883
Legal and Democratic Services		1,293	(337)	956	1,256	(187)	1,069
Finance and Property		5,666	(578)	5,088	4,231	(361)	3,870
Revenues and Benefits		31,701	(33,208)	(1,507)	27,745	(29,051)	(1,306)
Leisure Trust Client		1,902	(242)	1,660	2,523	(248)	2,275
Streescene		5,169	(2,530)	2,639	5,090	(1,974)	3,116
Housing and Development Control		4,142	(1,319)	2,823	3,698	(1,241)	2,457
Economy and Growth		3,113	(1,130)	1,983	3,331	(1,162)	2,169
Strategic Partnership		4,281	(676)	3,605	4,225	(597)	3,628
Corporate Budgets		1,405	(28)	1,377	1,514	(48)	1,466
Cost of Services		64,480	(42,681)	21,799	59,341	(37,618)	21,723
Other Operating Expenditure & Income							
Parish Council Precepts		93	-	93	110	-	110
Pension Fund Administration Costs		30	-	30	29	-	29
(Gains)/Losses on the Disposal of Non-Current Assets		-	-	-	(582)	-	(582)
Other Income		(476)	(2)	(478)	-	-	-
		(353)	(2)	(355)	(443)	-	(443)
Financing and Investment Income & Expenditure							
Net Interest on the Net Defined Benefit Liability		1,503	-	1,503	1,428	-	1,428
Interest Payable and Similar Charges		931	-	931	925	-	925
Interest Receivable and Similar Income		-	(317)	(317)	-	(159)	(159)
Impairment Losses		-	-	-	(4)	-	(4)
Other Investment Income and Expenses		-	-	-	111	(23)	88
Income and Expenditure in Relation to Investment Properties and Changes in their Fair Value	11	(51)	(1,003)	(1,054)	360	(955)	(595)
		2,383	(1,320)	1,063	2,820	(1,137)	1,683
Taxation and Non-Specific Grants							
Council Tax Income		-	(6,550)	(6,550)	-	(6,763)	(6,763)
Non-Domestic Rates Income and Expenditure		-	(3,799)	(3,799)	-	(4,206)	(4,206)
Non-Ringfenced Government Grants	25	-	(4,866)	(4,866)	-	(4,049)	(4,049)
Capital Grants and Contributions	25	-	(3,740)	(3,740)	-	(2,601)	(2,601)
		-	(18,955)	(18,955)	-	(17,619)	(17,619)
(Surplus) / Deficit on Provision of Services		66,510	(62,958)	3,552	61,718	(56,374)	5,344
(Surplus) or Deficit on Revaluation of Property, Plant and Equipment Assets	9			1,017			(3,383)
Remeasurement of the Net Defined Benefit Liability / (Asset)	29			(7,879)			(279)
Other Comprehensive (Income) / Expenditure				(6,862)			(3,662)
Total Comprehensive (Income) / Expenditure				(3,310)			1,682

Note: the 2017/18 continuing services figures have been restated to reflect the new management reporting format in 2018/19 and a transpostion error of the 2017/18 Income and Expenditure in Relation to Investment Properties has been corrected

MOVEMENT IN RESERVES STATEMENT

	Revenue Reserves			Capital Reserves											
MOVEMENT IN RESERVES STATEMENT	General Fund £000s	Earmarked Reserves £000s	Total General Fund Balance £000s	Capital Receipts Reserve £000s	Capital Grants Unapplied £000s	Total Usable Reserves £000s	Revaluation Reserve £000s	Capital Adjustment Account £000s	Deferred Capital Receipts £000s	Pooled Investment Funds Adjustment Account £000s	Pensions Reserve £000s	Collection Fund Adjustment Account £000s	Accumulated Absences Account £000s	Total Unusable Reserves £000s	Total Authority Reserves £000s
Balance at 31 March 2017	1,379	8,032	9,411	3,493	888	13,792	49,467	13,791	623	-	(65,061)	268	(51)	(963)	12,829
Movement in Reserves during 2017/18															
Total Comprehensive Income & Expenditure	(3,552)	-	(3,552)	-	-	(3,552)	(1,017)	-	-	-	7,879	-	-	6,862	3,310
Adjustments Between Accounting Basis & Funding Basis Under Regulations (Note 7)	2,298	-	2,298	301	244	2,843	-	(2,372)	6	-	(813)	335	1	(2,843)	-
Net Increase/(Decrease) before Transfers to Reserves	(1,254)	-	(1,254)	301	244	(709)	(1,017)	(2,372)	6	-	7,066	335	1	4,019	3,310
Transfers to/from Reserves	1,254	(1,254)	-	-	-	-	(833)	833	-	-	-	-	-	-	-
Increase/(Decrease) in Year	-	(1,254)	(1,254)	301	244	(709)	(1,850)	(1,539)	6	-	7,066	335	1	4,019	3,310
Restated Balance at 31 March 2018	1,379	6,778	8,157	3,794	1,132	13,083	47,617	12,252	629	-	(57,995)	603	(50)	3,056	16,139
Movement in Reserves during 2018/19															
Total Comprehensive Income & Expenditure	(5,344)	-	(5,344)	-	-	(5,344)	3,383	-	-	-	279	-	-	3,662	(1,682)
Adjustments Between Accounting Basis & Funding Basis Under Regulations (Note 7)	5,812	-	5,812	(636)	986	6,162	-	(3,676)	-	3	(1,232)	(1,236)	(21)	(6,162)	-
Net Increase/(Decrease) before Transfers to Reserves	468	-	468	(636)	986	818	3,383	(3,676)	-	3	(953)	(1,236)	(21)	(2,500)	(1,682)
Transfers to/from Reserves	(468)	468	-	-	-	-	(908)	1,537	(629)	-	-	-	-	-	-
Increase/(Decrease) in Year	-	468	468	(636)	986	818	2,475	(2,139)	(629)	3	(953)	(1,236)	(21)	(2,500)	(1,682)
Balance at 31 March 2019	1,379	7,246	8,625	3,158	2,118	13,901	50,092	10,113	-	3	(58,948)	(633)	(71)	556	14,457

BALANCE SHEET

BALANCE SHEET	Note	Restated 31st March 2018 £000s	31st March 2019 £000s
Property, Plant & Equipment	9	45,544	45,732
Heritage Assets	10	32,751	32,751
Investment Properties	11	11,806	11,498
Intangible Assets		-	-
Long-Term Investments		-	1,908
Long-Term Debtors	12a	1,232	1,277
Long-term Assets		**91,333**	**93,166**
Short-Term Investments & Deposits	12a	8,000	3,002
Inventories		28	27
Short-Term Debtors	13	4,231	3,856
Cash & Cash Equivalents	14	4,446	5,856
Current Assets		**16,705**	**12,741**
Short-Term Borrowing	12a	(1,062)	(1,868)
Short-Term Creditors	15	(7,812)	(4,993)
Current Provisions	16	(3,229)	(3,563)
Grants Receipts in Advance - Revenue	25b	(513)	(657)
Current Liabilities		**(12,616)**	**(11,081)**
Long-Term Borrowing	12a	(23,072)	(21,663)
Long-Term Provisions	16	(653)	(522)
Net Pensions Liability	29c	(55,263)	(57,587)
Other Long-Term Liabilities		(65)	(213)
Grants Receipts in Advance - Capital	25c	(230)	(384)
Long- term Liabilities		**(79,283)**	**(80,369)**
Net Assets		**16,139**	**14,457**
Represented by:			
Usable Reserves			
General Fund		1,379	1,379
Earmarked Reserves	8	6,778	7,246
Capital Receipts Reserve	7	3,794	3,158
Capital Grants Unapplied	7	1,132	2,118
		13,083	**13,901**
Unusable Reserves	18		
Revaluation Reserve	18a	47,617	50,092
Capital Adjustment Account	18b	12,252	10,113
Deferred Capital Receipts	18d	629	-
Pooled Investment Funds Adjustment Account	18e	-	3
Pension Reserve	18c	(57,995)	(58,948)
Collection Fund Adjustment Account	18f	603	(633)
Accumulated Absences Account	18g	(50)	(71)
		3,056	**556**
Total Reserves		**16,139**	**14,457**

CASH FLOW STATEMENT

CASH FLOW STATEMENT	Note	Restated 2017/18 £000s	2018/19 £000s
Net (Surplus) / Deficit on the Provision of Services		3,552	5,344
Adjustments to Net (Surplus) / Deficit on the Provision of Services for Non-Cash Movements	19a	(2,487)	(8,109)
Adjustments for Items Included in Net (Surplus) / Deficit on the Provision of Services that are Investing or Financing Activities	19a	4,899	4,331
Net Cash Inflows from Operating Activities		**5,964**	**1,566**
Investing Activities	19b	5,859	(6,349)
Financing Activities	19c	(3,519)	3,373
Net (Increase) or Decrease in Cash and Cash Equivalents		**8,304**	**(1,410)**
Cash and Cash Equivalents at the Beginning of the Reporting Period		(12,750)	(4,446)
Cash and Cash Equivalents at the End of the Reporting Period		**(4,446)**	**(5,856)**

3. Notes to the Accounts

Notes to Core Financial Statements

Note 1 Accounting Standards Issued, Not Adopted

The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) requires the disclosure of information relating to the expected impact of an accounting change that will be required by a new accounting standard that has been issued but not yet adopted.

Accounting Standards that have been issued but not yet adopted, include:

- Amendments to IAS 40 Investment Property: Transfers of Investment Property
- Annual Improvements to IFRS Standards 2014 - 2016 Cycle
- IFRIC 22 Foreign Currency Transactions and Advance Consideration
- IFRIC 23 Uncertainty over Income Tax Treatments
- Amendments to IFRS 9 Financial Instruments: Prepayment Features with Negative Compensation

None of which are likely to have a material effect upon the 2019/20 accounts.

Note 2 Critical judgements in applying accounting policies

The following are significant management judgements in applying the accounting policies of the Council that have the most significant effect on the financial statements. Critical estimation uncertainties are described in Note 4.

ARRANGEMENTS THAT CONTAIN A LEASE – IMPLIED LEASING

In applying the classification of implied leasing the Council has assessed its outsourced contract with Urbaser Limited. The contract with the partner has been considered to be an operating lease.

FUNDING

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

GROUP BOUNDARIES

The group boundaries have been estimated using the criteria associated with the Code. In line with the Code, the Council has not identified any companies within the group boundary that would require it to complete Group Accounts on grounds of materiality.

INVESTMENT PROPERTIES

Investment properties have been estimated using the identifiable criteria under IFRS of being held for rental income or for capital appreciation. These properties have been assessed using these criteria, which is subject to interpretation.

LEASES

The Council has examined its leases, and classified them as either operating or finance leases. In some cases the lease transaction is not always conclusive and the Council uses judgements in determining whether the lease is a finance lease arrangement that transfers substantially all the risks and rewards incidental to ownership. In reassessing the lease the Council has estimated the implied interest rate within the lease to calculate interest and principal payments.

COMPONENTISATION LIMITS

Componentisation limits have been set at a minimum value of £100k as it is believed that the effect of different asset lives on items valued at less than this would be trivial to the accounts (see Accounting Policies XVIII Property, Plant and Equipment).

Note 3 Events after the reporting period

The Statement of Accounts was certified by the Head of Finance and Property on 31 July 2019. Events taking place after this date are not reflected in the financial statement or notes. Where events taking place before this date provided information about conditions existing at 31 March 2019, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information.

There are no non-adjusting events after the Balance Sheet date.

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

The Statement of Accounts contains estimated figures that are based on assumptions made by the authority 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 authority's Balance Sheet at 31 March 2019 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

BUSINESS RATES

Since the introduction of the Business Rates Retention scheme, effective from 1 April 2013, local authorities are liable for successful appeals against business rates charged to businesses in 2018/19 and earlier financial years in their proportionate share. Therefore, a provision has been recognised for the best estimate of the amount that businesses have been overcharged up to 31 March 2019. The estimate has been calculated using the latest Valuation Office Agency (VOA) ratings list of appeals and the analysis of successful appeals to date when providing the estimate of total provision up to and including 31 March 2019. The balance of business rate appeals provision held by the Council at this date amounted to £3.008m, which is an increase of £0.366m from the previous year.

DEBT IMPAIRMENT

At 31 March 2019 the Council has a gross balance of short-term debtors of £7.909m as per Note 13. A review of significant balances suggested that an impairment allowance for doubtful debts of £4.053m was appropriate, an increase of £0.105m from 31 March 2018. However, in the current climate it is not certain such an allowance would be sufficient. If collection rates were to deteriorate an increase in the amount of the impairment allowance for doubtful debts would be required.

PENSIONS

The estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discounts used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Council with expert advice about the assumptions to be applied.

During 2018/19 the Council's actuaries advised that the net liability had increased by £0.953m due to the re-measurement of assets and liabilities. The previous year had seen a decrease of £7.066m.

PROPERTY, PLANT AND EQUIPMENT – (FUNDING IMPLICATIONS)

Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance bringing into doubt the useful lives assigned to assets. If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that the annual depreciation charge for buildings would increase in these circumstances.

If funding streams were reduced, in so far that it results in the reduction of service delivery or closure of facilities, this could result in the impairment of assets due to obsolescence. However, the Council has determined that the level of uncertainty at this time is not sufficient to indicate this course of action.

The items in the Council's Balance Sheet at 31 March 2019 for which there is a significant risk of material adjustment in the forthcoming financial year 2019/20 are as follows:

Item	Uncertainties	Effect if actual results differ from assumptions
Property, Plant and Equipment	Assets are depreciated over useful lives that are dependent on assumptions about the level of repairs and maintenance that will be incurred in relation to individual assets. The current economic climate makes it uncertain that the Council will be able to sustain its current spending on repairs and maintenance, bringing into doubt the useful lives assigned to assets.	If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. It is estimated that for every year that useful lives were reduced the annual depreciation charge would increase as follows: Buildings & infrastructure £183k Vehicles & equipment £143k
Fair Value Measurements	When the fair values of financial assets and financial liabilities cannot be measured based on quoted prices in active markets (ie Level 1 inputs), their fair value is measured using valuation techniques (eg quoted prices for *similar* assets or liabilities in active markets or the discounted cash flow (DCF) model). Where possible, the inputs to these valuation techniques are based on observable data, but where this is not possible judgement is required in establishing fair values. These judgements typically include considerations such as uncertainty and risk. However, changes in the assumptions used could affect the fair value of the Council's assets and liabilities. Where Level 1 inputs are not available, the Council employs relevant experts to identify the most appropriate valuation techniques to determine fair value (for example for investment properties, the Council's internal valuers. Information about the valuation techniques and inputs used in determining the fair value of the Council's assets and liabilities is disclosed in Notes 11 and 12 below.	The Council uses the discounted cash flow (DCF) model to measure the fair value of some of its investment properties and financial assets. The significant unobservable inputs used in the fair value measurement include management assumptions regarding rent growth, vacancy levels (for investment properties) and discount rates – adjusted for regional factors (for both investment properties and some financial assets). Significant changes in any of the unobservable inputs would result in a significantly lower or higher fair value measurement for the investments properties and financial assets.

Pensions Liability	Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. A firm of consulting actuaries is engaged to provide the Council with expert advice about the assumptions to be applied. The impact of the McCloud ruling that the transitional protections afforded to older members when the Public Service Pension Schemes were amended constituted unlawful age discrimination. However there is still a significant amount of detail to be resolved in terms of what the exact impact will be on members' benefits as it does not necessarily follow that the existing protections would automatically be extended to all members affected by the reforms in 2014.	The effects on the net pension liability of changes in individual assumptions have been included in detail within Note 29. Any change in the uncertainties listed opposite would lead to a significant change in the estimated pensions liability reported. The Government Actuary's Department (GAD) has carried out some costings of the potential effect of McCloud on the LGPS as a whole. The actuaries have also carried out some costings based on individual member data, which in very broad terms calculates the cost of applying a 'final salary underpin' (on a member by member basis) to those active members who joined the Fund before 1 April 2012 and would not otherwise have benefited from the underpin. The potential balance sheet effect of additional past service liabilities at 31 March 2019 is £620k. This figure is very sensitive to assumptions made, for example the figure is based on an assumed future real pay growth of 1.5% p.a. above CPI. If assumed future real pay growth was 0.75% this would reduce the potential balance sheet effect of additional past service liabilities to approximately £310k.
Business Rates Appeals	The introduction of the Business Rates Retention scheme in 2013/14 means that the Council now bears part of the risk for business rates appeals as it retains 40% of all income collected. Previously the Government would have borne the full cost of any successful appeals. As at the end of March 2019, 70 appeals remain outstanding with the Valuation Office Agency against the 2010 list. As stated on the previous page the provision has been made for the estimated success of future appeals for losses of income for the period to the end of March.	If the estimated success rate of appeals increased in monetary value by 10%, then this would require the Council to increase the provision for appeals by £301k.
Arrears	Each year the Council reviews the significant balances for Council Tax, Business Rates and sundry debtor arrears. Officers estimate the potential impairment of those debts based on historical default experience, and the age of the debts. However, in the current economic climate it is not certain that such an allowance would be sufficient.	If collection rates were to deteriorate, a doubling of the amount of the impairment of doubtful debts would require an additional £1.900m for Council Tax debts, £851k for business rates and £267k for sundry debts to be set aside as an allowance.

Note 5 Expenditure and Funding Analysis

The Expenditure and Funding Analysis shows how annual expenditure is used and funded from resources (government grants, rents, council tax and business rates) by local authorities in comparison with those resources consumed or earned by authorities in accordance with generally accepted accounting practices. It also shows how this expenditure is allocated for decision making purposes between the Council's services. Income and expenditure accounted for under generally accepted accounting practices is presented more fully in the Comprehensive Income and Expenditure Statement.

	2018/19							
Table 5a	Outturn as Reported to the Executive £000s	Adjustments to Management Reporting (EFA Note 1) £000s	Net Expenditure Chargeable to the General Fund Balance £000s	Adjustments for Capital Purposes (EFA Note 2) £000s	Net Change for Pensions Adjustments (EFA Note 3) £000s	Other Statutory Differences (EFA Note 4) £000s	Adjustments between the Funding and Accounting Basis (see note 7) £000s	Net Expenditure in the Comprehensive Income and Expenditure Statement £000s
Continuing Services								
Management Team	327	-	327	-	6	(1)	5	332
Policy and Engagement	433	-	433	58	8	-	66	499
People and Development	262	-	262	-	3	-	3	265
Green Spaces and Amenities	976	-	976	871	32	4	907	1,883
Legal and Democratic Services	1,055	-	1,055	-	13	1	14	1,069
Finance and Property	1,281	46	1,327	2,523	15	5	2,543	3,870
Revenues and Benefits	(1,306)	-	(1,306)	-	-	-	-	(1,306)
Leisure Trust Client	639	-	639	1,636	-	-	1,636	2,275
Streescene	2,986	-	2,986	110	19	1	130	3,116
Housing and Development Control	387	-	387	2,041	23	6	2,070	2,457
Economy and Growth	1,145	(22)	1,123	1,023	20	3	1,046	2,169
Strategic Partnership	3,627	-	3,627	-	-	1	1	3,628
Corporate Budgets	3,278	(1,448)	1,830	-	(364)	-	(364)	1,466
Net Cost of Services	15,090	(1,424)	13,666	8,262	(225)	20	8,057	21,723
Other Income and Expenditure	(15,090)	956	(14,134)	(4,936)	1,457	1,234	(2,245)	(16,379)
(Surplus) or Deficit on Provision of Services	-	(468)	(468)	3,326	1,232	1,254	5,812	5,344
Opening General Fund Balance 1 April 2018			(8,157)					
Less/Plus (Surplus) or Deficit on General Fund Balance In-Year			(468)					
Reserve Transfers			-					
Closing General Fund Balance at 31 March 2019			(8,625)					

	Restated 2017/18							
Table 5b	Outturn as Reported to the Executive £000s	Adjustments to Management Reporting (EFA Note 1) £000s	Net Expenditure Chargeable to the General Fund Balance £000s	Adjustments for Capital Purposes (EFA Note 2) £000s	Net Change for Pensions Adjustments (EFA Note 3) £000s	Other Statutory Differences (EFA Note 4) £000s	Adjustments between the Funding and Accounting Basis (see note 7) £000s	Net Expenditure in the Comprehensive Income and Expenditure Statement £000s
Continuing Services								
Management Team	426	-	426	-	12	2	14	440
Policy and Engagement	555	-	555	87	17	-	104	659
People and Development	333	-	333	-	8	(1)	7	340
Green Spaces and Amenities	998	-	998	678	61	(1)	738	1,736
Legal and Democratic Services	933	-	933	-	24	(1)	23	956
Finance and Property	1,171	333	1,504	3,555	30	(1)	3,584	5,088
Revenues and Benefits	(1,507)	-	(1,507)	-	-	-	-	(1,507)
Leisure Trust Client	584	-	584	1,076	-	-	1,076	1,660
Streescene	2,316	-	2,316	285	38	-	323	2,639
Housing and Development Control	343	-	343	2,432	47	1	2,480	2,823
Economy and Growth	1,181	-	1,181	763	39	-	802	1,983
Strategic Partnership	3,605	-	3,605	-	-	-	-	3,605
Corporate Budgets	2,777	(416)	2,361	12	(996)	-	(984)	1,377
Net Cost of Services	13,715	(83)	13,632	8,888	(720)	(1)	8,167	21,799
Other Income and Expenditure	(13,807)	1,429	(12,378)	(7,067)	1,533	(335)	(5,869)	(18,247)
(Surplus) or Deficit on Provision of Services	(92)	1,346	1,254	1,821	813	(336)	2,298	3,552
Opening General Fund Balance 1 April 2017			(9,411)					
Less/Plus (Surplus) or Deficit on General Fund Balance In-Year			1,254					
Reserve Transfers			-					
Closing General Fund Balance at 31 March 2018			(8,157)					

EFA NOTE 1: ADJUSTMENTS TO MANAGEMENT REPORTING

This column adjusts the outturn figures reported to management for items chargeable to the General Fund for:

Reserves – the removal of transfers to/from reserves included in the management outturn report as these are not shown on the face of the Comprehensive Income and Expenditure Account.

Investment Properties and Financing & Investment Income & Expenditure – the reallocation of Investment Properties and Financing & Investment Income & Expenditure to/from the Net Cost of Services to Other Operating Income and Expenditure.

EFA NOTE 2: ADJUSTMENT FOR CAPITAL PURPOSES

Adjustments for capital purposes – this column adds in the depreciation and impairment and revaluation gains and losses in the service 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 ie 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 were satisfied in the year.

EFA NOTE 3: NET CHANGES FOR THE PENSIONS ADJUSTMENTS

Net change for the removal of pension contributions and the addition of *IAS 19 Employee Benefits* pension related expenditure and income:

For **Services** this represents the removal of the employer pension contributions made by the Council 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 charged to the Comprehensive Income and Expenditure Statement.

EFA NOTE 4: OTHER STATUTORY ADJUSTMENTS

Other statutory adjustments 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** the other differences column recognises adjustments to the General Fund for the statutory override in place to reverse fair value movements in pooled investment funds.

For **Taxation and Non-Specific Grant Income and Expenditure** represents 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 recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future surpluses or deficits on the Collection Fund.

Note 6 Expenditure and Income Analysed by Nature

	2018/19																		
Table 6a	Management Team	Policy and Engagement	People and Development	Green Spaces and Amenities	Legal and Democratic Services	Finance and Property	Revenues and Benefits	Leisure Trust Client	Streescene	Housing and Development Control	Economy and Growth	Strategic Partnership	Corporate Budgets	Other Income and Expenditure	Outturn as Reported to the Executive £000s	Adjustments to Management Reporting (EFA Note 1) £000s	Net Expenditure Chargeable to the General Fund Balance £000s	Adjustments between the Funding and Accounting Basis (see note 7) £000s	Net Expenditure in the Comprehensive Income and Expenditure Statement £000s
Fees & Charges	-	(92)	-	(1,913)	(139)	(1,317)	11	(248)	(1,799)	(1,043)	(671)	(597)	(48)	-	(7,856)	955	(6,901)	-	(6,901)
Other Service Income	-	(38)	-	(71)	(11)	-	(1,199)	-	(110)	(32)	(77)	-	-	-	(1,538)	-	(1,538)	-	(1,538)
Financing and Investment Income	-	-	-	-	-	(179)	-	-	-	-	-	-	-	-	(179)	(955)	(1,134)	(3)	(1,137)
Government Grants and Contributions	-	(269)	-	-	(37)	-	(27,863)	-	(65)	(148)	(42)	-	(1,053)	(2,995)	(32,472)	-	(32,472)	(3,359)	(35,831)
Income from Council Tax	-	-	-	-	-	-	-	-	-	-	-	-	(110)	(6,828)	(6,938)	-	(6,938)	176	(6,762)
Income from Business Rates	-	-	-	-	-	-	-	-	-	-	-	-	-	(5,267)	(5,267)	-	(5,267)	1,062	(4,205)
Total Income	-	(399)	-	(1,984)	(187)	(1,496)	(29,051)	(248)	(1,974)	(1,223)	(790)	(597)	(1,211)	(15,090)	(54,250)	-	(54,250)	(2,124)	(56,374)
Employee Benefits Expenses	320	510	193	1,883	812	787	-	-	982	1,329	1,080	432	1,908	-	10,236	-	10,236	(176)	10,060
Other Service Expenses	7	322	69	1,077	430	953	27,745	887	3,978	281	832	3,792	(30)	-	40,343	(52)	40,291	-	40,291
Depreciation, Amortisation, Revaluations and Impairment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,980	3,980
Capital Expenditure Financed from Revenue Balances	-	-	-	-	-	-	-	-	-	-	-	-	1,246	-	1,246	-	1,246	(1,246)	-
Revenue Expenditure Funded from Capital Under Statute	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,239	5,239
Financing and Investment Expenses	-	-	-	-	-	1,037	-	-	-	-	23	-	787	-	1,847	52	1,899	614	2,513
Precepts and Levies	-	-	-	-	-	-	-	-	-	-	-	-	110	-	110	-	110	-	110
(Gain) or Loss on Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(475)	(475)
Total Expenditure	327	832	262	2,960	1,242	2,777	27,745	887	4,960	1,610	1,935	4,224	4,021	-	53,782	-	53,782	7,936	61,718
Contributions to/from Reserves	-	-	-	-	-	-	-	-	-	-	-	-	468	-	468	(468)	-	-	-
(Surplus) or Deficit on the Provision of Services	327	433	262	976	1,055	1,281	(1,306)	639	2,986	387	1,145	3,627	3,278	(15,090)	-	(468)	(468)	5,812	5,344

Restated 2017/18																			
Table 6b	Management Team	Policy and Engagement	People and Development	Green Spaces and Amenities	Legal and Democratic Services	Finance and Property	Revenues and Benefits	Leisure Trust Client	Streescene	Housing and Development Control	Economy and Growth	Strategic Partnership	Corporate Budgets	Other Income and Expenditure	Outturn as Reported to the Executive £000s	Adjustments to Management Reporting (EFA Note 1) £000s	Net Expenditure Chargeable to the General Fund Balance £000s	Adjustments between the Funding and Accounting Basis (see note 7) £000s	Net Expenditure in the Comprehensive Income and Expenditure Statement £000s
Fees & Charges	-	(88)	-	(1,865)	(130)	(1,312)	(520)	(243)	(1,671)	(1,116)	(617)	(676)	(28)	-	(8,266)	1,003	(7,263)	-	(7,263)
Other Service Income	-	(58)	-	(60)	(75)	-	(947)	-	(859)	(38)	(68)	-	-	-	(2,105)	-	(2,105)	-	(2,105)
Financing and Investment Income	-	-	-	-	-	(317)	-	-	-	-	-	-	-	-	(317)	(1,003)	(1,320)	-	(1,320)
Government Grants and Contributions	-	(219)	-	-	(132)	-	(31,742)	-	-	(40)	(55)	-	(982)	(3,886)	(37,056)	-	(37,056)	(4,866)	(41,922)
Income from Council Tax	-	-	-	-	-	-	-	-	-	-	-	-	(93)	(6,472)	(6,565)	-	(6,565)	15	(6,550)
Income from Business Rates	-	-	-	-	-	-	-	-	-	-	-	-	-	(3,449)	(3,449)	-	(3,449)	(349)	(3,798)
Total Income	-	(365)	-	(1,925)	(337)	(1,629)	(33,209)	(243)	(2,530)	(1,194)	(740)	(676)	(1,103)	(13,807)	(57,758)	-	(57,758)	(5,200)	(62,958)
Employee Benefits Expenses	420	574	243	1,824	783	945	-	-	1,015	1,309	1,048	440	1,866	-	10,467	-	10,467	(690)	9,777
Other Service Expenses	6	346	90	1,099	487	925	31,702	827	3,831	228	873	3,841	523	-	44,778	(57)	44,721	-	44,721
Depreciation, Amortisation, Revaluations and Impairment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,997	4,997
Capital Expenditure Financed from Revenue Balances	-	-	-	-	-	-	-	-	-	-	-	-	1,944	-	1,944	-	1,944	(1,944)	-
Revenue Expenditure Funded from Capital Under Statute	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,908	4,908
Financing and Investment Expenses	-	-	-	-	-	930	-	-	-	-	-	-	800	-	1,730	57	1,787	703	2,490
Precepts and Levies	-	-	-	-	-	-	-	-	-	-	-	-	93	-	93	-	93	-	93
(Gain) or Loss on Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(476)	(476)
Total Expenditure	426	920	333	2,923	1,270	2,800	31,702	827	4,846	1,537	1,921	4,281	5,226	-	59,012	-	59,012	7,498	66,510
Contributions to/from Reserves	-	-	-	-	-	-	-	-	-	-	-	-	(1,346)	-	(1,346)	1,346	-	-	-
(Surplus) or Deficit on the Provision of Services	426	555	333	998	933	1,171	(1,507)	584	2,316	343	1,181	3,605	2,777	(13,807)	(92)	1,346	1,254	2,298	3,552

Note 7 Adjustments between Accounting Basis and Funding Basis under Regulations

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

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

GENERAL FUND BALANCE

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

CAPITAL RECEIPTS RESERVE

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

CAPITAL GRANTS UNAPPLIED

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

Table 7a - 2018/19	Usable Reserves: General Fund Balance £000s	Usable Reserves: Capital Receipts Reserve £000s	Usable Reserves: Capital Grants Unapplied £000s	Movement in Usable Reserves £000s	Unusable Reserves: Capital Adjustment Account £000s	Unusable Reserves: Deferred Capital Receipts £000s	Unusable Reserves: Pooled Investment Funds Adjustment Account £000s	Unusable Reserves: Pensions Reserve £000s	Unusable Reserves: Collection Fund Adjustment Account £000s	Unusable Reserves: Accumulated Absences Account £000s	Movement in Unusable Reserves £000s	Total Movement in Reserves
Adjustments to the Revenue Resources												
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:												
Pensions costs (transferred to / (from) the Pensions Reserve)	1,232	-	-	1,232	-	-	-	(1,232)	-	-	(1,232)	-
Financial Instruments (transferred to the Financial Instruments Adjustments Account)	(3)	-	-	(3)	-	-	3	-	-	-	3	-
Council tax and NDR (transfer to / (from) the Collection Fund Adjustment Account)	1,236	-	-	1,236	-	-	-	-	(1,236)	-	(1,236)	-
Holiday pay (transferred to / (from) the Accumulated Absences Reserve)	21	-	-	21	-	-	-	-	-	(21)	(21)	-
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	6,374	-	2,118	8,492	(8,492)	-	-	-	-	-	(8,492)	-
Total Adjustments to Revenue Resources	**8,860**	**-**	**2,118**	**10,978**	**(8,492)**	**-**	**3**	**(1,232)**	**(1,236)**	**(21)**	**(10,978)**	**-**
Adjustments between Revenue and Capital Resources												
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	(972)	972	-	-	-	-	-	-	-	-	-	-
Administrative Costs of Non-Current Asset Disposals (funded by a contribution from the Capital Receipts Reserve)	-	-	-	-	-	-	-	-	-	-	-	-
Statutory provision for the repayment of debt (transfer from the Capital Adjustment Account)	(830)	-	-	(830)	830	-	-	-	-	-	830	-
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	(1,246)	-	-	(1,246)	1,246	-	-	-	-	-	1,246	-
Total Adjustments between Revenue and Capital Resources	**(3,048)**	**972**	**-**	**(2,076)**	**2,076**	**-**	**-**	**-**	**-**	**-**	**2,076**	**-**
Adjustments to Capital Resources												
Use of the Capital Receipts Reserve to finance capital expenditure	-	(1,735)	-	(1,735)	1,735	-	-	-	-	-	1,735	-
Application of capital grants to finance capital expenditure	-	-	(1,132)	(1,132)	1,132	-	-	-	-	-	1,132	-
Cash payments in relation to deferred capital receipts	-	-	-	-	-	-	-	-	-	-	-	-
Cash Payments in Relation to Long-Term Debtor Loans	-	127	-	127	(127)	-	-	-	-	-	(127)	
Total Adjustments to Capital Resources	**-**	**(1,608)**	**(1,132)**	**(2,740)**	**2,740**	**-**	**-**	**-**	**-**	**-**	**2,740**	**-**
Total Adjustments	**5,812**	**(636)**	**986**	**6,162**	**(3,676)**	**-**	**3**	**(1,232)**	**(1,236)**	**(21)**	**(6,162)**	**-**

	Usable Reserves				Unusable Reserves							
Table 7b - Restated 2017/18	General Fund Balance £000s	Capital Receipts Reserve £000s	Capital Grants Unapplied £000s	Movement in Usable Reserves £000s	Capital Adjustment Account £000s	Deferred Capital Receipts £000s	Pooled Investment Funds Adjustment Account £000s	Pensions Reserve £000s	Collection Fund Adjustment Account £000s	Accumulated Absences Account £000s	Movement in Unusable Reserves £000s	Total Movement in Reserves
Adjustments to the Revenue Resources												
Amounts by which income and expenditure included in the Comprehensive Income and Expenditure Statement are different from revenue for the year calculated in accordance with statutory requirements:												
Pensions costs (transferred to / (from) the Pensions Reserve)	813	-	-	813	-	-	-	(813)	-	-	(813)	-
Financial Instruments (transferred to the Financial Instruments Adjustments Account)	-	-	-	-	-	-	-	-	-	-	-	-
Council tax and NDR (transfer to / (from) the Collection Fund Adjustment Account)	(335)	-	-	(335)	-	-	-	-	335	-	335	-
Holiday pay (transferred to / (from) the Accumulated Absences Reserve)	(1)	-	-	(1)	-	-	-	-	-	1	1	-
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	5,818	-	2,253	8,071	(8,071)	-	-	-	-	-	(8,071)	-
Total Adjustments to Revenue Resources	**6,295**	**-**	**2,253**	**8,548**	**(8,071)**	**-**	**-**	**(813)**	**335**	**1**	**(8,548)**	**-**
Adjustments between Revenue and Capital Resources												
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	(1,253)	1,253	-	-	-	-	-	-	-	-	-	-
Administrative Costs of Non-Current Asset Disposals (funded by a contribution from the Capital Receipts Reserve)	-	-	-	-	-	-	-	-	-	-	-	-
Statutory provision for the repayment of debt (transfer from the Capital Adjustment Account)	(800)	-	-	(800)	800	-	-	-	-	-	800	-
Capital expenditure financed from revenue balances (transfer to the Capital Adjustment Account)	(1,944)	-	-	(1,944)	1,944	-	-	-	-	-	1,944	-
Total Adjustments between Revenue and Capital Resources	**(3,997)**	**1,253**	**-**	**(2,744)**	**2,744**	**-**	**-**	**-**	**-**	**-**	**2,744**	**-**
Adjustments to Capital Resources												
Use of the Capital Receipts Reserve to finance capital expenditure	-	(946)	-	(946)	946	-	-	-	-	-	946	-
Application of capital grants to finance capital expenditure	-	-	(2,009)	(2,009)	2,009	-	-	-	-	-	2,009	-
Cash payments in relation to deferred capital receipts	-	(6)	-	(6)	-	6	-	-	-	-	6	-
Total Adjustments to Capital Resources	**-**	**(952)**	**(2,009)**	**(2,961)**	**2,955**	**6**	**-**	**-**	**-**	**-**	**2,961**	**-**
Total Adjustments	**2,298**	**301**	**244**	**2,843**	**(2,372)**	**6**	**-**	**(813)**	**335**	**1**	**(2,843)**	**-**

Note 8 Movements In Earmarked Reserves

This note sets out the amounts set aside from the General Fund balances in earmarked reserves to provide financing for future expenditure plans and the amounts posted back from earmarked reserves to meet General Fund expenditure in 2018/19.

		2017/18			2018/19		
Transfers to/from Earmarked Reserves Earmarked Reserves	Balance at 31 March 2017 £000s	Net transfers In/(Out) £000s	Movements between Reserves £000s	Balance at 31 March 2018 £000s	Net transfers In/(Out) £000s	Movements between Reserves £000s	Balance at 31 March 2019 £000s
Specific Reserves							
Taxi Licensing	12	(5)	-	7	(3)	-	4
Selective Licensing	380	66	-	446	33	-	479
Local Development Framework	150	(50)	-	100	(78)	-	22
Housing Benefit Admin Subsidy	34	-	-	34	-	(34)	-
Transport & Plant Replacement	-	28	-	28	(3)	-	25
Rail Services	20	-	-	20	-	(20)	-
Revenue Grants Unapplied	376	(212)	-	164	77	-	241
Flood	235	(166)	-	69	(69)	-	-
Primary Engineer	135	(43)	-	92	(55)	-	37
Town Centre Management	375	-	-	375	(375)	-	-
Town Centre Master Plan	143	(30)	-	113	(18)	-	95
Burnley Bondholders	38	16	-	54	(10)	-	44
Business Rates Retention Volatility	759	63	(610)	212	1,897	(250)	1,859
Cremator Relining	-	15	-	15	15	-	30
Revenue Support (New)	-	-	-	-	-	304	304
Carry Forwards (New)	-	-	-	-	128	-	128
	2,657	(318)	(610)	1,729	1,539	-	3,268
Strategic Reserves							
Transformation	2,749	(918)	-	1,831	(503)	-	1,328
Growth	2,626	(18)	610	3,218	(568)	-	2,650
	5,375	(936)	610	5,049	(1,071)	-	3,978
Total	8,032	(1,254)	-	6,778	468	-	7,246

The Council's earmarked reserves are held for the following purposes:

SPECIFIC OPERATIONAL RESERVES

Ring-fenced reserves held for operational needs to provide for anticipated future liabilities and to support the operational delivery of specific services. These include:

Taxi Licensing Reserve - under the Local Government (Miscellaneous Provisions) Act 1976 the Council is only permitted to set licence fees to recover the costs of the Taxi Licensing Service, and the effect of this legislation is to prevent fees being set at a level that will result in a 'profit' to the Council. The annual licence fees are calculated in accordance with the three year pricing policy agreed by the Council's Executive to establish a consistent and fair mechanism for fee setting and avoid large fluctuations in running costs from one year to the next. Any surplus or deficit from previous financial years is transferred into the taxi licensing reserve, in order to maintain a cost-neutral effect on the Council's finances, which is then available for use as part of the three year pricing policy and assist in the equalisation of future licence fees.

Selective Licensing Reserve – this reserve is to accumulate the income from licences granted to landlords to cover the cost of administering the selective licensing initiative.

Local Development Framework Reserve – funded by savings and specific grants received in previous years, this reserve will meet additional costs through changes to the framework governing local planning and development control issues.

Housing Benefit Administration Subsidy Reserve – to support spending on the additional administration costs due to increased number of payments of housing benefit and the changes to the benefits system.

Transport & Plant Replacement Reserve – funded by savings on lease contracts, all transport and grounds maintenance equipment is now purchased through the use of this reserve which has generated longer term savings.

Rail Services Reserve – A contingency to underwrite the costs incurred in the Burnley to Manchester rail service in conjunction with Lancashire County Council (the Transport Authority).

Revenue Grants Unapplied Reserve – the Council established this reserve in 2014/15 containing Government grants and external contributions that have no conditions attached that are being set aside for spending on specific services.

Flood Reserve – this was created in 2015/16 to safeguard the Council against the costs of flood repairs to Council properties and to compensate individuals and businesses following the inclement weather in autumn 2015. The works at Padiham Town Hall for flood damage completed during 2018/19.

Primary Engineer Reserve – this was created in 2015/16 to enable the Council to support a three-year training initiative in schools within Burnley.

Town Centre Management Reserve – this was created in 2015/16 to assist the Council in progressing further development works in the town centre.

Town Centre Masterplan – this was created in 2016/17 to assist the Council in procuring the expertise to carry out a master planning exercise and is seeking to appoint a suitably qualified multi-disciplinary consultancy team to develop a vision and plan for the town centre. It will enable the Council to deliver a major town centre regeneration scheme.

Burnley Bondholders Reserve – this was created in 2016/17 to manage the excess sponsorship contributions from the bondholders' organisations which are primarily used to fund the Burnley brand and marketing officer and marketing of the town to attract economic investment into the area. These monies were previously held in the Growth Reserve.

Business Rates Volatility Reserve – this is used to safeguard the Council against the timing differences within the business rates retention system.

Cremator Relining Reserve – this was created in 2017/18 to provide an annual contribution to fund the planned relining of the Council's cremators when each relining becomes due.

Revenue Support Reserve – this was created in 2018/19 to provide funding for unanticipated reductions in income and initiatives to offset budget reductions.

Carry Forwards Reserve – this was created in 2018/19 to allow approved budget underspends to be carried forward from one financial year and to be spent in future financial years.

STRATEGIC RESERVES

Held to provide short-term investment for strategic priorities to give flexibility in the use of corporate resources and strategic service transformation and ability to ensure services remain fit for purpose and deliver value for money. The two reserves are:-

Transformation Reserve – this has been created to mitigate the impact of any one-off expenditure that arises from organisational and transformational change and to assist with organisational downsizing.

Growth Reserve – this is used to pump prime projects that deliver demonstrable wider strategic benefits that enable the Council to fulfil its place shaping role for Burnley.

Note 9 Property, Plant & Equipment

* The two figures in each of the tables below, totalling £3.383m surplus in 2018/19 (£1.017m deficit in 2017/18), reflect the deficit or surplus on revaluation that appears at the bottom of the Comprehensive Income and Expenditure Statement.

Property, Plant & Equipment Movements in 2018/19	Other Land & Buildings £000s	Vehicles, Plant & Equipment £000s	Surplus Assets £000s	Assets Under Construction £000s	Community Assets £000s	Total Property, Plant & Equipment £000s
Cost or Valuation						
At 1 April 2018	37,883	6,206	8,882	-	2,520	55,491
Additions	-	513	462	-	-	975
* Revaluation increases/(decreases) recognised in the Revaluation Reserve	130	-	(496)	-	18	(348)
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(143)	-	(1,522)	-	(46)	(1,711)
Derecognition - disposals	(12)	-	(378)	-	-	(390)
Assets reclassified (to)/from Held for Sale	-	-	-	-	-	-
Assets reclassified (to)/from Investment Properties	-	-	-	-	-	-
Other movements in cost or valuation	-	-	-	-	-	-
At 31 March 2019	37,858	6,719	6,948	-	2,492	54,017
Accumulated Depreciation and Impairment						
At 1 April 2018	(5,008)	(4,915)	-	-	(24)	(9,947)
Depreciation charge	(1,653)	(416)	-	-	-	(2,069)
* Depreciation written out to the Revaluation Reserve	3,726	-	-	-	5	3,731
Recognition - disposals	-	-	-	-	-	-
Other movements in depreciation and impairment	-	-	-	-	-	-
At 31 March 2019	(2,935)	(5,331)	-	-	(19)	(8,285)
Net Book Value						
At 31 March 2019	34,923	1,388	6,948	-	2,473	45,732
At 31 March 2018	32,875	1,291	8,882	-	2,496	45,544

Property, Plant & Equipment Comparative Movements in 2017/18 Restated	Other Land & Buildings £000s	Vehicles, Plant & Equipment £000s	Surplus Assets £000s	Assets Under Construction £000s	Community Assets £000s	Total Property, Plant & Equipment £000s
Cost or Valuation						
At 1 April 2017	36,350	5,841	9,281	1,640	2,520	55,632
Additions	1,437	365	3,272	-	-	5,074
* Revaluation increases/(decreases) recognised in the Revaluation Reserve	107	-	(1,162)	-	-	(1,055)
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(111)	-	(3,271)	-	-	(3,382)
Derecognition - disposals	-	-	(778)	-	-	(778)
Other movements in cost or valuation	100	-	1,540	(1,640)	-	-
At 31 March 2018	37,883	6,206	8,882	-	2,520	55,491
Accumulated Depreciation and Impairment						
At 1 April 2017	(3,709)	(4,540)	-	-	(24)	(8,273)
Depreciation charge	(1,337)	(375)	-	-	-	(1,712)
* Depreciation written out to the Revaluation Reserve	38	-	-	-	-	38
At 31 March 2018	(5,008)	(4,915)	-	-	(24)	(9,947)
Net Book Value						
At 31 March 2018	32,875	1,291	8,882	-	2,496	45,544
At 31 March 2017	32,641	1,301	9,281	1,640	2,496	47,359

DEPRECIATION

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

- Land and Buildings 20 – 60 years
- Vehicles, Plant and Equipment 3 – 10 years

CAPITAL COMMITMENTS

At 31 March 2019, the Council has significant commitments for future capital expenditure in 2019/20 and future years budgeted to cost £2.999m. Similar commitments at 31 March 2018 were £3.877m. The commitments are:

Schemes	£000s
Thompson Park Restoration	192
Former Open Market and Former Cinema B	810
Vision Park	153
Empty Homes Programme	1,051
Disabled Facilities Grant	489
Prairie Artificial Turf Pitch	90
Building Alteration Works	214
Total	2,999

REVALUATIONS

The Council carries out a rolling programme that ensures that all property, plant and equipment required to be measured at fair value is revalued at least every five years. However in 2014/15 officers undertook a complete revaluation exercise and started the rolling programme again in 2015/16. All valuations were carried out internally by professionally qualified surveyors. Valuations of land and buildings were carried out in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. Valuations of vehicles, plant and equipment are based on historic cost.

Revaluations	Other Land & Buildings £000s	Vehicles, Plant & Equipment £000s	Surplus Assets £000s	Total £000s
Carried at historical cost	-	1,388	-	1,388
Valued at current value as at:				
31 March 2019	20,805	-	6,948	27,753
31 March 2018	2,073	-	-	2,073
31 March 2017	4,848	-	-	4,848
31 March 2016	5,032	-	-	5,032
31 March 2015	2,165	-	-	2,165
Total Cost or Valuation	**34,923**	**1,388**	**6,948**	**43,259**

Note 10 Heritage Assets

RECONCILIATION OF THE CARRYING VALUE OF HERITAGE ASSETS HELD BY THE COUNCIL

Heritage Assets Movements in 2018/19	Oil Paintings £000s	Water Colours £000s	Furniture £000s	Sculpture £000s	Ceramics £000s	Other £000s	Total Property, Plant & Equipment £000s
Cost or Valuation							
At 1 April 2018	25,908	1,546	2,024	1,218	601	1,454	32,751
At 31 March 2019	**25,908**	**1,546**	**2,024**	**1,218**	**601**	**1,454**	**32,751**

Heritage Assets Movements in 2017/18	Oil Paintings £000s	Water Colours £000s	Furniture £000s	Sculpture £000s	Ceramics £000s	Other £000s	Total Property, Plant & Equipment £000s
Cost or Valuation							
At 1 April 2017	25,908	1,546	2,024	1,218	601	1,454	32,751
At 31 March 2018	**25,908**	**1,546**	**2,024**	**1,218**	**601**	**1,454**	**32,751**

The Council's external valuer, Bonhams, carried out a full valuation of the collection of exhibits in November 2011 with a valuation date as at 31 March 2012. The valuations were based on commercial markets including recent transaction information from auctions where similar types of artefacts are regularly being purchased. In 2018/19 (as in 2017/18) there have been no material additions or disposals and the whole collection is not due to be revalued until 2022.

The Council's Heritage Assets are held at Towneley Hall Art Gallery & Museum and Burnley Town Hall. The collections (along with the percentage on display at any given time) can be broadly divided into:

- Fine art – oil paintings (70%), watercolour paintings (0%), works on paper (2%) and book illustrations (1880-1920) (0%)
- Furniture (99%)
- Sculpture (98%)
- Ceramics (10%), ivories (14%) and glass (5%)
- Military medals (13%)
- Numismatics (0%), medals (0%) and horology (2%)
- Silver and silver plate (1%)
- Costume and textiles (5%), including vestments (100%)
- Arms and armour (3%)
- Archaeology (local) (0%)
- Egyptology (23%)
- Ethnography (3%)
- Natural history (15%) and geology (4%)
- Local, social and industrial history (80%) (Artefacts, archives and photographs)
- War memorials (100%)

Note 11 Investment Properties

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

Table 11a - Investment Properties Income and Expenses	2017/18 £000s	2018/19 £000s
Rental income from investment property	(1,003)	(955)
Direct operating expenses arising from investment property	57	52
Net gain / (loss)	(946)	(903)

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

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

Table 11b - Investment Properties	2017/18 £000s	2018/19 £000s
Balance at start of the year	11,698	11,806
Disposals	-	(107)
Net gains / (losses) from fair value adjustments	108	(201)
Transfers:		
(To) / from property, plant and equipment	-	-
Balance at end of the year	11,806	11,498

FAIR VALUE HEIRARCHY

Details of the Council's investment properties and information about the fair value hierarchy as at 31 March 2019 shows that the fair value was £11.498m (£11.806m as at 31 March 2018) and that the assets were all commercial units / office units and valued using level 2 - other significant observable inputs. The fair values attributed to level 2 categorisation in the fair value hierarchy have been based upon the market approach using current market conditions and recent sales prices and other relevant transactional information for similar assets in the local authority area. In estimating the fair value of the Council's investment properties the highest and best use of the properties is their current use.

REVALUATIONS

There has been no change in the valuation techniques used during the year for investment properties. Gains or losses arising from changes in the fair value of the investment property are recognised in the Surplus or Deficit on the Provision of Services on the Financing and Investment Income and Expenditure line.

The fair value of the Council's investment property is measured annually at each reporting date. All valuations are carried out internally by professionally qualified surveyors in accordance with the methodologies and bases for estimation set out in the professional standards of the Royal Institution of Chartered Surveyors. The Council's valuation experts work closely with finance officers reporting directly to the chief financial officer on a regular basis regarding all valuation matters.

Note 12 Financial Instruments

CATEGORIES OF FINANCIAL INSTRUMENTS (12A)

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

FINANCIAL ASSETS	31 March 2018					31 March 2019				
	Non-Current		Current			Non-Current		Current		
	Investments £000s	Debtors £000s	Investments £000s	Debtors £000s	TOTAL £000s	Investments £000s	Debtors £000s	Investments £000s	Debtors £000s	TOTAL £000s
Fair Value Through Profit or Loss	-	-	-	-	-	1,908	-	-	-	1,908
Amortised Cost	-	1,232	14,052	561	15,845	-	1,277	8,849	1,016	11,142
Total Financial Assets	**-**	**1,232**	**14,052**	**561**	**15,845**	**1,908**	**1,277**	**8,849**	**1,016**	**13,050**
Non-Financial Assets	-	-	-	3,670	3,670	-	-	-	2,840	2,840
Total	**-**	**1,232**	**14,052**	**4,231**	**19,515**	**1,908**	**1,277**	**8,849**	**3,856**	**15,890**

FINANCIAL LIABILITIES	31 March 2018					31 March 2019				
	Non-Current		Current			Non-Current		Current		
	Borrowings £000s	Creditors £000s	Borrowings £000s	Creditors £000s	TOTAL £000s	Borrowings £000s	Creditors £000s	Borrowings £000s	Creditors £000s	TOTAL £000s
Amortised Cost	(23,073)	-	(2,676)	(2,090)	**(27,839)**	(21,663)	-	(1,868)	(1,273)	**(24,804)**
Total Financial Liabilities	**(23,073)**	**-**	**(2,676)**	**(2,090)**	**(27,839)**	**(21,663)**	**-**	**(1,868)**	**(1,273)**	**(24,804)**
Non-Financial Liabilities	-	-	-	(5,722)	**(5,722)**	-	-	-	(3,720)	**(3,720)**
Total	**(23,073)**	**-**	**(2,676)**	**(7,812)**	**(33,561)**	**(21,663)**	**-**	**(1,868)**	**(4,993)**	**(28,524)**

FINANCIAL INSTRUMENTS DESIGNATED AT FAIR VALUE THROUGH PROFIT OR LOSS (12B)

The Council has acquired property units in two property funds during the year and are shown in the table below. These units were acquired for the purpose of increasing the investment income receivable by the Council to help alleviate revenue budget pressures. The fair value of each investment is shown in the table below. Fair Value Movement, Dividend and Entry Fee amounts are included within the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement.

FAIR VALUE THROUGH PROFIT or LOSS	Initial Measurement £000s	Fair Value 31 March 2019 £000s	Movement in Fair Value During 2018/19 £000s	Entry Fees in 2018/19 £000s	Dividends in 2018/19 £000s
Property Investment Funds:					
Church Commissioners Local Authority (CCLA) Property Fund	937	940	3	(63)	14
Hermes Property Unit Trust	952	952	-	(48)	6
Total	**1,889**	**1,892**	**3**	**(111)**	**20**

INCOME, EXPENSE, GAINS AND LOSSES (12C)

The gains and losses recognised in the Comprehensive Income and Expenditure Statement in relation to financial instruments are made up as follows:

INCOME, EXPENSES, GAINS & LOSSES	2017/18		2018/19	
	Surplus or Deficit on the Provision of Services £000	Other Comprehensive Income and Expenditure £000	Surplus or Deficit on the Provision of Services £000	Other Comprehensive Income and Expenditure £000
Net Gains/Losses On:				
Financial Assets Measured at Fair Value Through Profit or Loss	-	-	88	-
Financial Assets Measured at Amortised Cost	-	-	(4)	-
Total Net Gains/Losses	**-**	**-**	**84**	**-**
Interest Revenue:				
Financial Assets Measured at Amortised Cost	(317)	-	(159)	-
Total Interest Revenue	**(317)**	**-**	**(159)**	**-**
Interest Expense	**931**	**-**	**925**	**-**

FAIR VALUES OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES (12D)

Some of the authority's financial assets are measured at fair value on a recurring basis and are described in the following table, including the valuation techniques used to measure them.

FINANCIAL ASSETS MEASURED at FAIR VALUE

Recurring Fair Value Measurements	Input Level in Fair Value Hierarchy	Valuation Technique Used to Measure Fair Value	As At 31 March 2018	As At 31 March 2019
Fair Value Through Profit and Loss:				
Church Commissioners Local Authority (CCLA) Property Fund	Level 1	Unadjusted Quoted Prices in Active Markets for Identical Shares	-	940
Hermes Property Unit Trust	Level 1	Unadjusted Quoted Prices in Active Markets for Identical Shares	-	952
Total			**-**	**1,892**

Church Commissioners Local Authority (CCLA) Property Fund: In November 2018 the Council purchased 306,316 units for £1m (including entry costs of £63k) in CCLA Local Authorities Property Fund, prices are published in the Financial Times and on the CCLA website.

Hermes Property Unit Trust: In January 2019 the Council purchased 139,912 units for £1m (including entry costs of £48k) in Hermes Property Unit Trust, prices are published in the Financial Times and on the Trust's website.

THE FAIR VALUES OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES THAT ARE NOT MEASURED AT FAIR VALUE (BUT FOR WHICH FAIR VALUE DISCLOSURES ARE REQUIRED) (12E)

Except for the financial assets carried at fair value (described in the table above), all other financial liabilities and financial assets represented by amortised cost and long-term debtors and creditors are carried on the balance sheet at amortised cost. Their fair value can be assessed by calculating the present value of the cash flows that take place over the remaining life of the instruments, using the following assumptions:

- For loans from the PWLB payable, PWLB prevailing market rates have been applied to provide the fair value under PWLB debt redemption procedures.

- No early repayment or impairment is recognised;

- Where an instrument has a maturity of less than 12 months or is a trade or other receivable the fair value is taken to be the carrying amount or the billed amount;

- The fair value of trade and other receivables is taken to be the invoiced or billed amount.

FINANCIAL LIABILITIES	31 March 2018		31 March 2019	
	Carrying Amount £000	Fair Value £000	Carrying Amount £000	Fair Value £000
PWLB Debt	(24,087)	(27,511)	(23,520)	(26,816)
Short-Term Borrowing	(1,661)	(1,661)	(11)	(11)
Short-Term Creditors	(2,090)	(2,090)	(1,273)	(1,273)
Total Liabilities	**(27,838)**	**(31,262)**	**(24,804)**	**(28,100)**

The fair value of the liabilities is greater than the carrying amount because the Council's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the rates available for similar loans in the market at the balance sheet date. This shows a notional future loss (based on economic conditions at 31 March 2019) arising from a commitment to pay interest to lenders above current market rates.

The fair value of Public Works Loan Board (PWLB) loans of £26.816m measures the economic effect of the terms agreed with the PWLB compared with estimates of the terms that would be offered for market transactions undertaken at the Balance Sheet date. The difference between the carrying amount and the fair value measures the additional interest that the Council will pay over the remaining terms of the loans under the agreements with the PWLB, against what would be paid if the loans were at prevailing market rates.

FINANCIAL ASSETS	31 March 2018		31 March 2019	
	Carrying Amount £000	Fair Value £000	Carrying Amount £000	Fair Value £000
Short-Term Investments	14,052	14,052	8,849	8,849
Short-Term Debtors	561	561	1,016	1,016
Long-Term Debtors	1,232	1,232	1,277	1,277
Total Assets	**15,845**	**15,845**	**11,142**	**11,142**

Short-term investments & borrowing, long-term debtors and short-term debtors & creditors are all carried at cost as this is a fair approximation of their value.

FAIR VALUE HIERARCHY FOR FINANCIAL ASSETS AND FINANCIAL LIABILITIES THAT ARE NOT MEASURED AT FAIR VALUE (12F)

RECURRING FAIR VALUE MEASUREMENTS USING:	31 March 2019			
	Quoted Prices in Active Markets for Identical Assets (Level 1) £000	Other Significant Observable Inputs (Level 2) £000	Significant Unobservable Inputs (Level 3) £000	TOTAL £000
Financial Liabilities				
Financial Liabilities Held at Amortised Cost:				
PWLB Debt		(26,816)		**(26,816)**
TOTAL	**-**	**(26,816)**	**-**	**(26,816)**

RECURRING FAIR VALUE MEASUREMENTS USING:	31 March 2018			
	Quoted Prices in Active Markets for Identical Assets (Level 1) £000	Other Significant Observable Inputs (Level 2) £000	Significant Unobservable Inputs (Level 3) £000	TOTAL £000
Financial Liabilities				
Financial Liabilities Held at Amortised Cost:				
PWLB Debt		(27,511)		**(27,511)**
TOTAL	**-**	**(27,511)**	**-**	**(27,511)**

Note 13 **Debtors**

The short-term debtors shown in the table below are net of impairment allowance for doubtful debts.

Short-Term Debtors	31 March 2018 £000s	31 March 2019 £000s
Gross Trade Receivables	2,789	984
less Trade Receivables Impairment Allowance	(289)	(267)
Net Trade Receivables	2,500	717
Pre-Payments	81	61
Gross NNDR Payers	604	1,312
less NNDR Payers Impairment Allowance	(573)	(851)
Net NNDR Payers	31	461
Gross Council Tax Payers	2,428	2,581
less Council Tax Payers Impairment Allowance	(1,862)	(1,900)
Net Council Tax Payers	566	681
Collection Fund Preceptors	-	1,123
Housing Benefit	1,289	1,094
less Housing Benefit Impairment Allowance	(1,224)	(1,035)
Net Housing Benefit	65	59
Gross Other Receivables	988	754
less Other Receivables Impairment Allowance	-	-
Net Other Receivables	988	754
Total Short-Term Debtors	4,231	3,856

The gross total of the short-term debtors as at the 31 March 2019 is £7.909m (31 March 2018 was £8.179m).

Note 14 Cash and Cash Equivalents

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

Cash and Cash Equivalents	Restated 31 March 2018 £000s	31 March 2019 £000s
Cash Held by the Authority	8	8
Bank Current Account	(1,614)	440
Short-Term Deposits	6,052	5,408
Total Cash and Cash Equivalents	4,446	5,856

Note 15 Short-term Creditors

Short-Term Creditors	31 March 2018 £000s	31 March 2019 £000s
Trade Payables	(1,562)	(1,018)
Receipts in Advance	(477)	(184)
NNDR Payers	(117)	(246)
Council Tax Payers	(111)	(136)
Collection Fund Preceptors	(5,495)	(3,339)
Other Payables	(50)	(70)
Total	(7,812)	(4,993)

Note 16 Provisions

Current Provisions	Legal Expenses £000s	Non-Domestic Rate Appeals £000s	Overarching Development Agreement £000s	Total £000s
Balance at 1 April 2017	(130)	(2,688)	-	(2,818)
Additional provisions made in 2017/18	-	(575)	-	(575)
Unused amounts reversed in 2017/18	90	-	-	90
Transferred from Long-Term Provisions	-	-	(550)	(550)
Amounts used in 2017/18	3	621	-	624
Balance at 31 March 2018	(37)	(2,642)	(550)	(3,229)

Current Provisions	Legal Expenses £000s	Non-Domestic Rate Appeals £000s	Overarching Development Agreement £000s	Total £000s
Balance at 1 April 2018	(37)	(2,642)	(550)	(3,229)
Additional provisions made in 2018/19	-	(532)	-	(532)
Unused amounts reversed in 20189/19	31	-	-	31
Transferred from Long-Term Provisions	-	-	-	-
Amounts used in 2018/19	1	166	-	167
Balance at 31 March 2019	(5)	(3,008)	(550)	(3,563)

Long-Term Provisions	Overarching Development Agreement £000s	Bonds and deposits £000s	Contractual obligations £000s	MMI Insurance £000s	Pension guarantees £000s	Total £000s
Balance at 1 April 2017	(550)	(90)	-	-	-	(640)
Additional provisions made in 2017/18	-	(41)	(450)	(95)	(50)	(636)
Unused amounts reversed in 2017/18	-	29	-	-	-	29
Transferred to Current Provisions	550	-	-	-	-	550
Amounts used in 2017/18	-	44	-	-	-	44
Balance at 31 March 2018	-	(58)	(450)	(95)	(50)	(653)

Long-Term Provisions	Overarching Development Agreement £000s	Bonds and deposits £000s	Contractual obligations £000s	MMI Insurance £000s	Pension guarantees £000s	Total £000s
Balance at 1 April 2018	-	(58)	(450)	(95)	(50)	(653)
Additional provisions made in 2018/198	-	(32)	(50)	-	(5)	(87)
Unused amounts reversed in 2018/19	-	-	150	-	-	150
Transferred to Current Provisions	-	-	-	-	-	-
Amounts used in 2018/19	-	68	-	-	-	68
Balance at 31 March 2019	-	(22)	(350)	(95)	(55)	(522)

Provisions have been made in the current and previous financial years to set aside amounts to meet future expenditure. These provisions are made at the point where a given liability arises but where the expenditure relating to the liability has not yet been made. The balance on the provisions account therefore reflects the balance of unpaid known liabilities which have already been charged to the Council's revenue account. When the liability is paid the expenditure is charged against the provision. The seven outstanding provisions shown above are:

LEGAL EXPENSES

This provision relates to the Council's estimated legal costs for litigation in court proceedings (or in contemplation thereof) resulting from a number of potential legal disputes.

NON-DOMESTIC RATES APPEALS

This provision for Business Rates appeals was created as a result of the adoption in 2013/14 of the Business Rates Retention scheme which means that the Council now bears part of the risk for future appeals. These were borne by the Government under the old scheme. The Councils' estimate of the value of the appeals provision requirement up to 31 March 2019 is £7,521,219 (£6,604,920 as at 31 March 2018). The Council has made a provision for 40% of this figure totalling £3,008,487 (£2,641,968 as at 31 March 2018) within the 2018/19 accounts.

OVERARCHING DEVELOPMENT AGREEMENT

A provision has been made for the Council's estimated share of the costs of recent housing site developments around Burnley. The payment is dependent on whether the planned number of properties will be achieved. This is the maximum sum to which the Council may be liable.

BONDS AND DEPOSITS

The Council has many contracts with third parties where the outcome of the contract is partially guaranteed by performance bonds or cash in lieu of such bonds. This ensures that remedial works can be undertaken in the event of any failure by the contractor to complete the works. The bonds and deposits are usually repaid upon completion of the works or exceptionally used to fund remedial works.

CONTRACTUAL OBLIGATIONS

A provision has been created to cover potential payments by the Council under existing contractual obligations.

MMI INSURANCE

This provision relates to estimated outstanding payments on insurance claims for which the Council is responsible. These claims were previously covered by Municipal Mutual Insurance Limited which is in liquidation.

PENSION GUARANTEES

The Council has entered into a number of long-term contracts for services that have been outsourced to service providers. These often involve the transfer of Council employees to the new service provider. Employees' rights are protected under the provision in the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE). However, pension rights are not fully covered within the TUPE regulations. For contracts with non-public bodies the responsibility for pension obligations remains with the sponsoring body. This guarantee means that if an admitted body fails to pay its pension obligations to Lancashire County Pension Fund then the Council will be responsible for taking on those obligations. The risk of default is considered to be small and a provision is included in the accounts to recognise this risk.

Note 17 Usable Reserves

Movements in the authority's usable reserves are detailed in the Movement in Reserves Statement, Note 7 Adjustments between Accounting Basis and Funding Basis under Regulations and Note 8 Movements in Earmarked Reserves.

Note 18 Unusable Reserves

Unusable Reserves	Restated 2017/18 £000s	2018/19 £000s
Revaluation reserve	47,617	50,092
Capital Adjustment Account	12,252	10,113
Deferred Capital Receipts Reserve	629	-
Pooled Investment Funds Adjustment Account	-	3
Pensions Reserve	(57,995)	(58,948)
Collection Fund Adjustment Account	603	(633)
Accumulated Absences Account	(50)	(71)
Total Unusable Reserves	**3,056**	**556**

REVALUATION RESERVE (NOTE 18A)

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

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

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

Revaluation Reserve	Restated 2017/18 £000s	2018/19 £000s
Balance at 1 April	**49,467**	**47,617**
Upward revaluation of assets	960	4,308
Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	(1,977)	(925)
Surplus or (deficit) on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services	**(1,017)**	**3,383**
Difference between fair value depreciation and historical cost depreciation	(424)	(825)
Accumulated gains on assets sold or scrapped	(409)	(83)
Amounts written off to the Capital Adjustment Account	**(833)**	**(908)**
Balance at 31 March	**47,617**	**50,092**

CAPITAL ADJUSTMENT ACCOUNT (NOTE 18B)

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

The account contains accumulated gains and losses on investment properties that have yet to be consumed by the Council.

The account also contains revaluation gains accumulated on property, plant and equipment before 1 April 2007, the date the Revaluation Reserve was created to hold such gains.

Note 7 provides details of the source of all the transactions posted to the account, apart from those involving the Revaluation Reserve.

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Capital Adjustment Account	Restated 2017/18 £000s	2018/19 £000s
Balance at 1 April	13,791	12,252
Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:		
Charges for depreciation and impairment of non-current assets	(1,712)	(2,069)
Charges for impairment of long-term debtor capital loans	-	(16)
Revaluation losses on property, plant and equipment	(3,382)	(1,711)
Amortisation of intangible assets	(12)	-
Revenue expenditure funded from capital under statute	(4,908)	(5,239)
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	(778)	(497)
Sub-total	(10,792)	(9,532)
Adjusting amounts written out of the Revaluation Reserve	833	908
Net written out amount of the cost of non-current assets consumed in the year	(9,959)	(8,624)
Capital financing applied in the year:		
Use of Capital Receipts Reserve to finance new capital expenditure	947	1,735
Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	2,612	1,241
Application of grants to capital financing from the Capital Grants Unapplied Account	2,009	1,132
Statutory provision for the financing of capital investment charged against the General Fund Balance	800	830
Capital expenditure charged against the General Fund Balance	1,944	1,246
Capital financing applied in the year	8,312	6,184
Movements in the market value of investment properties debited or credited to the Comprehensive Income and Expenditure Statement	108	(201)
Cash Payments in Relation to Long-Term Debtor Loans	-	(127)
Transfers between reserves (Deferred Capital Receipts)	-	629
Balance at 31 March	12,252	10,113

PENSIONS RESERVE (NOTE 18C)

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post-employment benefits and for funding benefits in accordance with statutory provisions. The Council accounts for post-employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Council makes employer's contributions to pension funds or eventually pay any pensions for which it is directly responsible. The credit 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.

Pensions Reserve	2017/18 £000s	2018/19 £000s
Balance at 1 April	(65,061)	(57,995)
Remeasurements of the net defined benfit liability / (asset)	7,879	279
Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(3,702)	(4,203)
Employer's pensions contributions and direct payments to pensioners payable in year	2,889	2,971
Balance at 31 March	(57,995)	(58,948)

DEFERRED CAPITAL RECEIPTS RESERVE (NOTE 18D)

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

Deferred Capital Receipts Reserve	2017/18 £000s	2018/19 £000s
Balance at 1 April	623	629
Transfer of deferred loan repayments in respect of long-term debtors credited to the Comprehensive Income and Expenditure Statement	95	-
Transfer to the Capital Receipts Reserve upon receipt of cash	(89)	-
Transfers between reserves (Capital Adjustment Account)	-	(629)
Balance at 31 March	629	-

POOLED INVESTMENT FUNDS ADJUSTMENT ACCOUNT (NOTE 18E)

The Pooled Investment Funds Adjustment Account contains the fair value gains on the Council two property funds measured at fair value through profit and loss losses in accordance with the statutory override.

Pooled Investment Funds Adjustment Account	2017/18 £000s	2018/19 £000s
Balance at 1 April	-	-
Movements in the market value of pooled investment funds debited or credited to the Comprehensive Income and Expenditure Statement	-	3
Balance at 31 March	-	3

COLLECTION FUND ADJUSTMENT ACCOUNT (NOTE 18F)

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

Collection Fund Adjustment Account	2017/18 £000s	2018/19 £000s
Balance at 1 April	268	603
Amount by which council tax and non-domestic rates income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rates income calculated for the year in accordance with statutory requirements	335	(1,236)
Balance at 31 March	603	(633)

ACCUMULATED ABSENCES ACCOUNT (NOTE 18G)

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

Accumulated Absences Account	2017/18 £000s	2018/19 £000s
Balance at 1 April	(51)	(50)
Settlement or cancellation of accrual made at the end of the preceding year	51	50
Amounts accrued at the end of the current year	(50)	(71)
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	(21)
Balance at 31 March	(50)	(71)

Note 19 **Cash Flow Statements**

OPERATING ACTIVITIES (NOTE 19A)

The cash flows for operating activities include the following items:

The (Surplus)/Deficit on the Provision of Services has been Adjusted for the Following Non-Cash Movements:	Restated 2017/18 £000s	2018/19 £000s
Depreciation, Amortisations, Impairment & Downward Valuations	(5,106)	(3,796)
(Increase)/Decrease in Impairment for Bad Debts	(164)	(106)
(Increase)/Decrease in Creditors	714	492
Increase/(Decrease) in Debtors	1,244	(1,196)
Increase/(Decrease) in Inventories	-	(1)
Movement in Pension Liability	1,919	(2,603)
Carrying Amount of Non-Current Assets and Non-Current Assets Held for Sale, Sold or Derecognised	(778)	(497)
(Increase)/Decrease in Provisions	(424)	(204)
Movements in the Value of Investment Properties	108	(201)
Movements in the Value of Pooled Investment Funds		3
Other Non-Cash Items	-	
Net cash flows from operating activities	(2,487)	(8,109)

The (Surplus)/Deficit on the Provision of Services has been Adjusted for the Following Items that are Investing and Financing Activities:	2017/18 £000s	2018/19 £000s
Proceeds from the Sale of Property Plant and Equipment, Investment Property and Intangible Assets	1,159	972
Grant Receipts for the Financing of New Capital Expenditure	3,740	3,359
Net cash flows from operating activities	4,899	4,331

INVESTING ACTIVITIES (NOTE 19B)

The cash flows for investing activities include the following items:

Investing Activities	Restated 2017/18 £000s	2018/19 £000s
Purchase of Property, Plant and Equipment, Investment Property and Intangible Assets	5,074	1,186
Purchase of Short-Term and Long-Term Investments	10,000	4,889
Payments for Other Long Term Loans	-	208
(Proceeds) From the Sale of Property, Plant and Equipment, Investment Property and Intangible Assets	(1,159)	(972)
(Proceeds) from Short-Term and Long-Term Investments	(4,000)	(8,000)
(Proceeds) from Other Long Term Loans	-	(147)
Grant (Receipts) for the Financing of New Capital Expenditure	(4,056)	(3,513)
Net cash flows from investing activities	**5,859**	**(6,349)**

FINANCING ACTIVITIES (NOTE 19C)

The cash flows for financing activities include the following items:

Financing Activities	2017/18 £000s	2018/19 £000s
Cash (Receipts) of Short-Term and Long-Term Borrowing	(4,500)	(5)
Cash (Receipts) from Other Short-Term and Long-Term Liabilities	-	(148)
Repayments of Short-Term and Long-Term Borrowing	982	1,055
Repayments of Other Short-Term and Long-Term Liabilities	-	-
Billing Authorities - Council Tax and NDR Adjustments	(1)	2,471
Net cash flows from financing activities	**(3,519)**	**3,373**

Note 20 Reconciliation of liabilities arising from Financing Activities

			Non-Cash Changes		
	1 April 2018 £000s	Financing Cash Flows £'000s	Acquisition £'000s	Other £'000s	31 March 2019 £000s
Long-Term Borrowings - PWLB	(23,073)	1,410	-	-	(21,663)
Short-Term Borrowings - PWLB	(1,015)	(842)	-	-	(1,857)
Short-Term Borrowings - Other	(1,661)	1,650	-	-	(11)
Total Liabilities from Financing Activities	(25,749)	2,218	-	-	(23,531)

Note 21 Members' Allowances

The following amounts were paid to Members of the Council during the year.

Table 21a Members Allowances	2017/18 £	2018/19 £
Allowance Payments	198,998	215,026
Expenses Payments	582	475
Total	199,580	215,501

Payments of allowances to elected Members are made in accordance with the scheme approved annually by the Council and are detailed below:

Table 21b Members' Allowances	2017/18 £	2018/19 £
Allowance rate paid per annum		
Basic Allowance	3,250	3,500
Executive Member	4,063	4,375
Leader Supplement	11,375	12,250
Deputy Leader Supplement	3,250	3,500
Other Group Leaders	1,625	1,750
Scrutiny Chair	4,063	4,375
Development Control Chair	2,600	2,800
Licensing Committee Chair	1,625	1,750
Development Control Vice Chair	1,300	1,400
Audit and Standards Committee Chair	1,625	1,750
Scrutiny Vice Chair	1,300	1,400
Independent Persons	500	500

Note 22 Officers' Remuneration

The remuneration paid to the Council's senior employees with a salary of £50,000 or more is shown below.

Table 22a Statutory and Non-Statutory Chief Officers		Salary, Fees and Allowances £	Elections £	Compensation for Loss of Office £	Pension Contribution £	Total £
Head of Paid Service						
Chief Executive to 31/08/17	2017/18	43,609			6,873	**50,482**
Chief Executive from 07/09/17	2017/18	60,998			9,347	**70,345**
Chief Executive	2018/19	110,481	3,091		17,301	**130,873**
Monitoring Officer						
Head of Governance, Law, Property & Regulation to 19/11/17	2017/18	38,158	3,262		5,876	**47,296**
Chief Operating Officer from 20/11/17	2017/18	28,105			4,475	**32,580**
Chief Operating Officer	2018/19	86,750	984		13,333	**101,067**
Chief Finance Officer						
Head of Finance	2017/18	57,449			8,814	**66,263**
Head of Finance and Property	2018/19	60,346			9,288	**69,634**
Non-Statutory Chief Officers						
Chief Operating Officer to 06/09/17	2017/18	36,782	9,625		5,665	**52,072**
Strategic Head of Economy and Growth	2018/19	70,490			10,828	**81,318**
Head of Policy and Engagement	2018/19	54,739			8,430	**63,169**

The rate of pension contribution is 15.4% for 2017/18 and 15.4% for 2018/19.

The number of employees receiving more than £50,000 remuneration for the year (excluding employer's pension contributions) is shown below. The remuneration includes payments to officers for election duties and compensation for loss of office. The table excludes those officers included in the table above.

Table 22b Remuneration band	2017/18 Number of Employees	2018/19 Number of Employees
£50,000 - £54,999	3	1
£55,000 - £59,999	1	3
£60,000 - £64,999	-	2
£65,000 - £69,999	-	2
£70,000 - £74,999	-	-
£75,000 - £79,999	-	1
£80,000 - £84,999	-	-
£85,000 - £89,999	-	1
£90,000 - £94,999	1	-
£125,000-£129,999	-	1
£155,000-£159,999	1	-
Total	6	11

Note 23 Termination Benefits

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

(a) Exit package cost band (including special payments)	(b) Number of compulsory departures	(b) Number of compulsory departures	(c) Number of other departures agreed	(c) Number of other departures agreed	(d) Total number of exit packages by cost band [(b) + (c)]	(d) Total number of exit packages by cost band [(b) + (c)]	(e) Total cost of exit packages	(e) Total cost of exit packages
	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19	2017/18 £	2018/19 £
£0 - £20,000	1	6	-	-	1	6	2,780	70,158
£20,001 - £40,000	3	3	-	-	3	3	71,910	87,582
£40,001 - £60,000	3	3	-	-	3	3	142,935	148,222
£60,001 - £80,000	-	-	-	-	-	-	-	-
£80,001 - £100,000	-	1	-	-	-	1	-	87,021
£100,001 - £150,000	1	-	-	-	1	-	111,845	-
Total	8	13	-	-	8	13	329,470	392,983

Termination benefits consist of redundancy payments to employees and pension strain costs payable to the Lancashire County Pension Fund, which arise from an employee retiring earlier than anticipated on the grounds of redundancy, without an actuarial reduction of their pension.

Note 24 External Audit Costs

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

External Audit Costs	2017/18 £000	2018/19 £000
Fees payable to Grant Thornton with regard to external audit services carried out by the appointed auditor for the year	51	39
Fees payable to Grant Thornton for non-audit services	-	-
Fees payable to Grant Thornton for the certification of grant claims and returns for the year	9	7
Public Sector Audit Appointments (PSAA) rebate	(8)	-
Total	52	46

Planned audit services cost £39k in line with the agreed plan and budget.

Note 25 Grant Income

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

Table a - Grant Income	2017/18 £000	2018/19 £000
Credited to Services		
Housing Benefit & Council Tax Support Subsidy	(30,979)	(27,157)
Housing Benefit Administration Subsidy	(762)	(706)
Lancashire County Council	(880)	-
Arts Council	(9)	-
Pendle Borough Council	(3)	-
Home Office Grant	(341)	(308)
Other Revenue Grants	(475)	(193)
Homelessness Grant	(40)	(59)
Capital Grants & Contributions (see note below)		-
Market Renewal Programme	(54)	-
Housing Capital Grant	(66)	-
Heritage Lottery Fund	(313)	-
Homes and Communities Agency	(334)	-
Other Capital Grants & Contributions	(358)	(758)
Total	**(34,614)**	**(29,181)**
Credited to Taxation and Non-Specific Grant Income		
Revenue Support Grant	(2,777)	(2,228)
Non-ringfenced Government Grants		
Section 31 Business Rates Compensation	(1,110)	(1,243)
New Homes Bonus	(979)	(561)
EU Exit Funding		(17)
Capital Grants & Contributions		
Disabled Facilities Grant	(2,288)	(2,503)
Market Renewal Programme	(450)	-
Lancashire Enterprise Partnership	(1,002)	-
Other Capital Grants & Contributions	-	(98)
Total	**(8,606)**	**(6,650)**

In accordance with The Code of Practice on Local Authority Accounting in the United Kingdom 2017/18 capital grants which are used to finance capital expenditure are now recognised in the Taxation and Non-Specific Grant Income line of the Comprehensive Income and Expenditure Statement.

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

CURRENT LIABILITIES

Table b - Revenue Grants Receipts in Advance	Balance 31 March 2017 £000	Receipts 2017/18 £000	Applied 2017/18 £000	Balance 31 March 2018 £000	Receipts 2018/19 £000	Applied 2018/19 £000	Balance 31 March 2019 £000
Housing Benefit & Council Tax Support Subsidy	**(191)**	(270)	-	**(461)**	(196)	-	**(657)**
Homes England	**(386)**	-	334	**(52)**	-	52	**-**
Total	**(577)**	**(270)**	**334**	**(513)**	**(196)**	**52**	**(657)**

LONG-TERM LIABILITIES

Table c - Capital Grants Receipts in Advance	Balance 31 March 2017 £000	Receipts 2017/18 £000	Applied 2017/18 £000	Balance 31 March 2018 £000	Receipts 2018/19 £000	Applied 2018/19 £000	Balance 31 March 2019 £000
Housing Capital Grant	**(67)**	-	67	**-**	-	-	**-**
Housing Market Renewal	**(504)**	-	504	**-**	-	-	**-**
Heritage Lottery Fund	**-**	-	-	**-**	(462)	356	**(106)**
Section 106 Contributions	**(189)**	(41)	-	**(230)**	(109)	61	**(278)**
Total	**(760)**	**(41)**	**571**	**(230)**	**(571)**	**417**	**(384)**

Note 26 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 with related parties provides transparency which allows readers to assess the extent to which the Council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.

CENTRAL GOVERNMENT

Central government has significant influence over the general operations of the Council – it is responsible for providing the statutory framework, within which the Council operates, provides a significant amount of its funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (e.g. council tax bills, housing benefits). Grants received from Government departments are set out in the Grant Income Note 25.

ELECTED MEMBERS

Members of the Council have direct control over the Council's financial management and operating polices, for which they are paid allowances and expenses. Members' allowances and expenses paid in 2018/19 totalling £215,501 (£199,580 in 2017/18) are shown in Note 21.

In 2018/19 works, goods and services to the value of £19,128 (£59,565 in 2017/18) were commissioned from companies and organisations in which Members had related interests. The Council received £55,283 (£13,892 in 2017/18). Contracts were entered into in full compliance with the Council's standing orders.

In 2018/19 grants totalling £207,621 (£214,831 in 2017/18) were paid by the Council to external organisations in which Members had either related interests or where the Council had appointed them as their elected representative. The grants were made with proper consideration of declarations of interests and in compliance with the Council's policies and procedures. The relevant members did not take part in any discussion or decision relating to the grants.

There are five Members of the Council who are also members of Lancashire County Council.

In 2018/19 £1,024,068 (£808,679 in 2017/18) was paid for works, goods and services provided to the Council by Lancashire County Council.

In 2018/19 income of £246,594 (£1,094,216 in 2017/18) was received from LCC for services provided by the Council.

Details of all these related parties interests and record of appointments to external organisations are recorded in either the Council's register of Members' interests or the Council's minutes, both of which are available for public inspection.

COUNCIL OFFICERS

Chief Officers of the Council also hold positions in other organisations.

In 2018/19, there were no grants or payments for goods and services paid to companies in which officers had a declared interest, other than those included in this statement.

Clarets in the Community Ltd

In 2018/19 £12,000 grant was paid to Clarets in the Community Ltd as a contribution to the Schools Mental Health Project.

OTHER PUBLIC BODIES (SUBJECT TO COMMON CONTROL BY CENTRAL GOVERNMENT)

Blackburn with Darwen Borough Council

There is a joint service delivery arrangement in place with Blackburn with Darwen Borough Council for the provision of a building control service within Burnley.

In 2018/19 £93,746 (£84,879 in 2017/18) was paid to Blackburn with Darwen Borough Council for the provision of this service during the year.

In 2018/19 income of £16,463 (£19,599 in 2017/18) was received from Blackburn with Darwen Borough Council for services provided by the Council.

ENTITIES CONTROLLED OR SIGNIFICANTLY INFLUENCED BY THE COUNCIL

Burnley Leisure

This is a leisure trust and limited company that operates several services related to sport, healthy lifestyles, leisure and culture on behalf of the Council, which has two elected Members on its Board. The Council has a three year service level agreement with Burnley Leisure to supply services to the leisure trust, which ends on the 31 March 2020.

In 2018/19 £725,379 (£754,838 in 2017/18) was paid to Burnley Leisure for the provision of services to the Council. This includes a management fee paid to the trust of £443,664 (£423,272 in 2017/18).

In 2018/19 income of £279,658 (£282,373 in 2017/18) was received from Burnley Leisure for services provided by the Council. This included charges made by the Council for service level agreements with the trust of £246,793 (£239,681 in 2017/18).

The Council appointed Burnley Leisure to take over the management of Towneley golf courses from 1 April 2017.

Barnfield and Burnley (Developments) Ltd

This is a joint venture company between the Council and Barnfield Investment Properties Ltd. The Council has a 50% share of the company and has two representatives on its Board; the Council's Leader and its Chief Operating Officer.

In 2018/19 no payments (nil in 2017/18) were made by the Council to Barnfield and Burnley (Developments) Ltd.

In 2018/19 no income (nil in 2017/18) was received from Barnfield and Burnley (Developments) Ltd by the Council.

Barnfield Investment Properties Ltd

Barnfield Investment Properties Ltd also has a 50% share of Barnfield and Burnley (Developments) Ltd and has three directors on its Board, with two of these also being directors of Barnfield Developments Ltd and Barnfield Construction Ltd.

In 2018/19 £83,788 (£323,491 in 2017/18) was paid to Barnfield Investment Properties Ltd for goods and services provided to the Council.

In 2018/19 income of £1,001 (£1,639 in 2017/18) was received from Barnfield Investment Properties Ltd for services provided by the Council.

During 2016/17 the Council partnered with Barnfield Investment Properties Ltd to deliver the Homes and Communities Agency funded Starter Homes site at Clock Tower Mill, Sandygate, Burnley. Barnfield Investment Properties Ltd has also been selected to partner the Council on a 10 year joint venture to develop homes in the borough.

Barnfield Construction Ltd

In 2018/19 no payments (nil in 2017/18) were made to Barnfield Construction Ltd for goods and services provided to the Council.

In 2018/19 income of £7,369 (£2,615 in 2017/18) was received from Barnfield Construction Ltd for services provided by the Council.

Barnfield Developments Ltd

In 2018/19 no payments (nil in 2017/18) were made by the Council to Barnfield Developments Ltd.

In 2018/19 no income (£507 in 2017/18) was received by the Council from Barnfield Developments Ltd.

REGISTERS OF MEMBERS/OFFICERS INTERESTS

Members of the Council are required by section 30 of the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, to disclose outside interests and these are recorded in a register (details of these disclosures are recorded on the Council's website) and the Code of Conduct for Members operated by the Council requires Members to disclose any related interests they have, and to take no part in meetings or decisions on issues which pertain to those related interests.

A register of chief officers' interests has been established in which their outside interests are recorded. Officers are required to comply with a Code of Conduct for officers and to declare interests and remove themselves from activities which may be a conflict of interests, including procurement.

Note 27 Capital Expenditure and Capital Financing

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

Capital Expenditure and Capital Financing	2017/18 £000	2018/19 £000
Opening Capital Financing Requirement	**28,560**	**30,230**
Capital Investment:		
Property, plant and equipment	5,074	975
Investment Properties	-	-
Intangible Assets	-	-
Long Term Debtor Loans	-	208
Revenue expenditure funded from capital under statute	4,908	5,239
Sources of finance:		
Capital receipts	(947)	(1,735)
Government grants and other contributions	(4,621)	(2,373)
Sums set aside from revenue:		
Direct revenue contributions	(1,944)	(1,246)
Minimum Revenue Provision	(800)	(830)
Closing Capital Financing Requirement	**30,230**	**30,468**
Explanation of movements in year:		
(Decrease) / Increase in underlying need to borrow (unsupported by Government financial assistance)	1,670	238
Increase / (decrease) in Capital Financing Requirement	**1,670**	**238**

Note 28 Leases

AUTHORITY AS LESSEE

Operating Leases

The Council leases a building on Parker Lane which houses its contact centre, Contact Burnley, on a lease which has less than 1 year remaining until it expires on the 31 December 2019.

The future minimum lease payments on this lease in future years are:

Table a - Operating Lease - Contact Centre	31 March 2018 £000s	31 March 2019 £000s
Not later than one year	91	72
Later than one year and not later than five years	72	-
Minimum lease payments	**163**	**72**

AUTHORITY AS LESSOR

Operating Leases

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

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

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

Table b - Property	31 March 2018 £000s	31 March 2019 £000s
Not later than one year	977	982
Later than one year and not later than five years	3,389	3,532
Later than five years	73,040	72,547
Minimum lease payments	**77,406**	**77,061**

Note 29 Defined Benefit Pension Schemes

PARTICIPATION IN PENSION SCHEMES (29A)

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

At 31 March 2019 the Council's principal pension arrangement for its employees was the Lancashire County Pension Fund, which is part of the Local Government Pension Scheme (LGPS). The LGPS is a funded defined benefit pension arrangement for local authorities and related employers, and is governed by statute (principally now the Local Government Pension Scheme Regulations 2013).

The Lancashire County Pension Fund is a multi-employer arrangement, under which each employer is responsible for the pension costs, liabilities and funding risks relating to its own employees and former employees. Each employer's contributions to the fund are calculated in accordance with the LGPS Regulations, which require an actuarial valuation to be carried out every three years.

The latest actuarial valuation of the Fund was carried out as at 31 March 2016, and at that date showed a funding level of 90% (up from 78% at the last valuation - assets of £6.0bn against accrued liabilities of about £6.7bn). The weighted average duration of the liabilities of the fund as a whole is 18 years, measured on the IAS19 assumptions. The duration of the liabilities for the individual employers which participate in the scheme can be significantly different from this, reflecting the profile of its employees and former employees.

NATURE

The fund targets a pension paid throughout life. The amount of the pension depends on how long employees are active members of the scheme and their salary when they leave the scheme (a "final salary" scheme) for service up to 31 March 2014 and a re-valued average salary (a "career average" scheme) for service from 1 April 2014 onwards.

REGULATORY FRAMEWORK

Management of the Fund is vested in Lancashire County Council as Administering Authority of the Fund. Lancashire County Council has appointed a Pension Fund Committee (comprised of a mixture of County Councillors and representatives from other employers) to manage the Fund. The Committee is assisted by an investment panel which advises the Committee on its investment strategy and risk management provisions

Regulations governing the Fund require actuarial valuations to be carried out every three years. Contributions for each employer are set having regard to their individual circumstances. The Regulations require the contributions to be set with a view to targeting the funds solvency, and the detailed provisions are set out in the Fund's Funding Strategy Statement. The most recent valuation was carried out as at 31 March 2016, which showed a shortfall of assets against liabilities of £0.7 billion as at that date, equivalent to a funding level of 90%.

RISKS

The principal risks to the authority of the scheme are the longevity assumptions, statutory changes to the scheme, structural changes to the scheme (ie large-scale withdrawals from the scheme), changes to inflation, discount rate, bond yields, market prices and the performance of investments held by the scheme.

These are mitigated to a certain extent by the statutory requirements to charge to the General Fund the amounts required by statute as described in the accounting policies note.

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

AMENDMENTS, CURTAILMENTS AND SETTLEMENTS

The provisions of the Fund were amended with effect from 1 April 2014. As explained above, for service up to 31 March 2014 benefits were based on salaries when members leave the scheme, whereas for service after that date benefits are based on a career average salary. Further details of the changes are available from the Funds Administering Authority.

Curtailments shown in the accounting figures relate to the cost of providing retirement benefits for members who retire early, to the extent that the provision has not already been made for the relevant defined benefit obligations.

Settlements shown in the accounting figures relate to the admission of new employers into the Fund, and who take on part of the Council's assets and liabilities as a result of employing members who have accrued benefits with the Council.

TRANSACTIONS RELATING TO POST-EMPLOYMENT BENEFITS (29B)

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

Table 29b	2017/18 £000s	2018/19 £000s
Comprehensive Income and Expenditure Statement		
Cost of Services:		
Current service costs	2,017	1,843
Administration Costs	30	29
Past service costs and settlements and curtailments	152	903
Financing and Investment Income and Expenditure		
Net interest expense	1,503	1,428
Total Post-employment Benefit Charged to the Surplus or Deficit on the Provision of Services	**3,702**	**4,203**
Other Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement		
Remeasurement of the net defined benefit liability comprising :-		
Return on plan assets	(1,493)	(12,369)
Actual gains and losses arising on changes in demographic assumptions	-	-
Actual gains and losses arising on changes in financial assumptions	(6,386)	12,090
Total Post-employment Benefit Charged to the Comprehensive Income and Expenditure Statement	**(4,177)**	**3,924**
Movement in Reserves Statement		
Reversal of net charges made to the Surplus or Deficit on the Provision of Services for post-employment benefits in accordance with the Code	(3,702)	(4,203)
Actual amount charged against the General Fund Balance for pensions in the year:		
Employers' contributions payable to the scheme	2,889	2,971

PENSIONS ASSETS AND LIABILITIES RECOGNISED IN THE BALANCE SHEET (29C)

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

Table 29c i)	2017/18 £000s	2018/19 £000s
Present Value of the defined benefit obligation	194,604	207,845
Fair value of plan assets	(136,609)	(148,897)
Sub-total	**57,995**	**58,948**
Other movements in the liability / (asset)	-	-
Net Liability arising from defined benefit obligation	**57,995**	**58,948**

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

Table 29c. ii)	2017/18 £000s	2018/19 £000s
Opening fair value of scheme assets	**135,270**	**136,609**
Interest Income	3,423	3,546
Remeasurement gain/(loss) on the return on plan assets	1,493	12,369
Contributions from employer	2,889	2,971
Contributions from employees into the scheme	400	391
Benefits paid	(6,836)	(6,960)
Other	(30)	(29)
Closing fair value of scheme assets	**136,609**	**148,897**

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

Table 29c. iii)	2017/18 £000s	2018/19 £000s
Opening balance at 1 April	**200,331**	**194,604**
Current service cost	2,017	1,843
Interest cost	4,926	4,974
Contributions from scheme participants	400	391
Remeasurement (gains) and losses:-		
Experience (gains) / loss	-	-
Actuarial (gains) and losses from changes in financial assumptions	(6,386)	12,090
Actuarial (gains) and losses from changes in demographic assumptions	-	-
Benefits paid	(6,836)	(6,960)
Past Service Cost	-	620
Losses / (gains) on curtailments	152	283
Liabilities extinguished on settlements	-	-
Closing balance at 31 March	**194,604**	**207,845**

Pre-Payment of the Past Service Deficit

As part of the 2016 valuation of the Fund, the Fund Administrator and Fund Actuary allowed some fund employers the option of pre-paying specified sums in exchange for a discount on the amounts to be paid. As part of the Council's budget plans for 2017/18 the Council agreed to prepay the past service deficit in full for three years as follows:

Table 29c iv)	£000s
2017/18 Past Service Deficit	1,380
2018/19 Past Service Deficit	1,371
2019/20 Past Service Deficit	1,361
Total Payment in 2017/18	**4,112**

The past service deficit payments relating to 2017/18 and 2018/19 have been charged against the General Fund Balance. However, the payment in respect of 2019/20 cannot be charged to the General Fund Balance until 2019/20. The payment has therefore been charged directly to the pension liability. As a result the Pension Liability disclosed on the Balance Sheet at 31st March 2019 differs from the balance on the Pension Reserve owing to this arrangement as summarised below:

Table 29c v)	2018/19 £000s
Fund Assets	148,897
Fund Liabilities	(207,845)
Net Liability	**(58,948)**
less:	
Advance Payment of Past Service Deficit for 2019/20	1,361
Adjusted Net Liability as per Balance Sheet	**(57,587)**
Balance on Pension Reserve as at 31st March 2019	**58,948**
Difference Relating to Advance Payments	**1,361**

STATEMENTS LOCAL GOVERNMENT PENSION SCHEME ASSETS COMPRISED (29D)

Table 29d Fair Value of Scheme Assets	2017/18 £000s	2018/19 £000s
Cash & Cash Equivalents	(571)	865
Bonds		
UK Corporate	779	1,010
Overseas Corporate	1,622	736
UK Fixed Gilts	-	-
UK Index Linked	3,260	5,234
Overseas Fixed Interest	132	-
Sub-total Bonds	5,793	6,980
Property		
Retail	3,757	3,585
Commercial	2,363	2,500
Industrial	3,789	4,498
Offices	2,939	3,296
Sub-total Property	12,848	13,879
Private Equity		
UK	-	-
Overseas	9,916	11,443
Sub-total Private Equity	9,916	11,443
Other Investment Funds		
Infrastructure	17,312	21,048
Credit Funds	25,171	10,572
Emerging Markets ETF	-	-
Pooled Fixed Income	3,370	16,196
Indirect Property Funds	2,075	2,279
UK Pooled Equity Funds	-	-
Overseas Pooled Equity Funds	60,695	65,635
Sub-total Other Investment Funds	108,623	115,730
Total Assets	136,609	148,897

BASIS FOR ESTIMATING ASSETS AND LIABILITIES (29E)

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 Local Government Pension Scheme has been estimated by Mercer Human Resource Consulting, an independent firm of actuaries, estimates for the County Council Fund being based on the latest full valuation of the scheme as at 1 April 2016.

The significant assumptions used by the actuary have been:

Table 29e i)	2017/18	2018/19
Long-term expected rate of return on assets in the scheme:		
Longevity at 65 for current pensioners:		
Men	22.7	22.8
Women	25.4	25.5
Longevity at 65 for future pensioners:		
Men	25.0	25.1
Women	28.0	28.2
Rate of inflation - CPI	2.10%	2.30%
Rate of increase in salaries	3.60%	3.80%
Rate of increase in pensions	2.20%	2.40%
Rate for discounting scheme liabilities	2.60%	2.40%

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

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

The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated.

The estimations in the sensitivity analysis have followed the accounting policies for the scheme, i.e. on an actuarial basis using the projected unit credit method.

The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Table 29e ii)	Increase in Assumptions £000s	Decrease in Assumptions £000s
Longevity (increase or decrease in 1 Year)	4,271	(4,271)
Rate of Inflation (increase or decrease by 0.1%)	3,178	(3,178)
Rate of increase in salaries (increase or decrease by 0.1%)	288	(288)
Rate of discounting scheme liabilities (increase or decrease by 0.1%)	(3,130)	3,130

IMPACT ON THE AUTHORITY'S CASH FLOWS (29F)

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The County Council has agreed a strategy with the scheme's actuary to achieve a funding level of 100% over the next 16 years. Funding levels are monitored on an annual basis.

The next triennial valuation is due to be completed on 31 March 2019

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the Act, the Local Government Pension Scheme in England and Wales and the other main existing public service schemes may not provide benefits in relation to service after 31 March 2014.

The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits to certain public servants.

The authority anticipated to pay £2.724m expected contributions to the scheme in 2019/2020.

The weighted average duration of the defined benefit obligation for scheme members is 15 years, 2018/19 (15 years 2017/2018).

Note 30 Contingent Liabilities

A contingent liability is a potential liability which depends on the occurrence or non-occurrence of one or more uncertain future events. Pension guarantees previously reported as a contingent liability are now accounted for as a provision (see Note 16). The Council has identified no contingent liabilities as at 31st March 2019.

Note 31 Nature and Extent of Risks arising from Financial Instruments

THE FAIR VALUES OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES THAT ARE NOT MEASURED AT FAIR VALUE (BUT FOR WHICH FAIR VALUE DISCLOSURES ARE REQUIRED) (31A)

The authority's activities expose it to a variety of financial risks, including:

- Credit Risk – the possibility that other parties might fail to pay amounts due to the authority
- Liquidity Risk – the possibility that the Council might not have funds available to meet its commitments to make payments
- Re-Financing Risk - the possibility that the Council might be requiring to renew a financial instrument on maturity at disadvantageous interest rates or terms.
- Market Risk – the possibility that financial loss may arise for the Council as a result of changes in such measures as interest rates and stock market movements.

The Council's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Risk management is carried out by the Finance and Property Unit, under policies approved by Burnley Borough Council in the annual treasury management strategy. The Council provides written principles for overall risk management, as well as written policies covering specific areas, such as interest rate risk, credit risk, and the investment of surplus cash.

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

Credit Risk Management Practices
The authority's credit risk management practices are set out on pages 5 to 6 of the Annual Treasury Management Strategy.

The Annual Investment Strategy requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's and Standard & Poor's Credit Ratings Services. The Annual Investment Strategy also considers maximum amounts and time limits with a financial institution located in each category.

The credit criteria in respect of financial assets held by the Council are detailed below:

This Council uses the creditworthiness service provided by Link Asset Services. This service uses a sophisticated modelling approach with credit ratings from all three rating agencies - Fitch, Moody's and Standard and Poor's, forming the core element. However, it does not rely solely on the current credit ratings of counterparties but also uses the following as overlays:

- credit watches and credit outlooks from credit rating agencies
- CDS spreads to give early warning of likely changes in credit ratings
- sovereign ratings to select counterparties from only the most creditworthy countries

The full Investment Strategy for 2018/19 was approved by Full Council on 21/02/2018 and is available on the Council's website.

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

The Authority's maximum exposure to credit risk in relation to its investments in financial institutions of £8.8m cannot be assessed generally as the risk of any institution failing to make interest payments or repay the principal sum will be specific to each individual institution. Recent experience has shown that it is rare for such entities to be unable to meet their commitments. A risk of irrecoverability applies to all of the Authority's deposits, but there was no evidence at the 31 March 2019 that this was likely to crystallise.

AMOUNTS ARISING FROM EXPECTED CREDIT LOSSES (31B)

The changes in loss allowance during the year are as follows:

LOSS ALLOWANCE by ASSET CLASS (amortised cost) [separate disclosure will be required for relevant asset class]	**Lifetime Expected Credit Losses – Simplified Approach £000s**	**TOTAL £000s**
Opening Balance as at 1 April 2018	289	289
Transfers:		
Amounts Written-Off	(18)	(18)
Changes Due to Modifications That Did Not Result in Derecognition	(20)	(20)
Changes in Models/Risk Parameters	16	16
Other Changes	-	-
Closing Balance as at 31 March 2019	**267**	**267**

During the year, the authority wrote off financial assets with a contractual amount outstanding of £18k (£9k in 2017/18) that are still subject to enforcement activity.

LOSS ALLOWANCE by ASSET CLASS (amortised cost) [separate disclosure will be required for relevant asset class]	**Lifetime Expected Credit Losses – Simplified Approach £000s**	**TOTAL £000s**
Opening Balance as at 1 April 2017	290	290
Transfers:		-
Amounts Written-Off	(9)	(9)
Changes Due to Modifications That Did Not Result in Derecognition	8	8
Changes in Models/Risk Parameters	-	-
Other Changes	-	-
Closing Balance as at 31 March 2018	**289**	**289**

CREDIT RISK EXPOSURE (31C)

The Council has the Following Exposure to Credit Risk at 31 March 2019:

	Credit Risk Rating	Gross Carrying Amount
12-Month Expected Credit Losses	AAA	-
	AA	5,849
	A	3,000
	BBB	-
	Sub BBB	-

COLLATERAL AND OTHER CREDIT ENHANCEMENTS (31D)

Collateral – During the reporting period the council held no collateral as security.

LIQUIDITY RISK (31E)

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

The Council has ready access to borrowings from the money markets to cover any day to day cash flow need, and the PWLB and money markets for access to longer term funds. The Council is also required to provide a balanced budget through the Local Government Finance Act 1992, which ensures sufficient monies are raised to cover annual expenditure. There is therefore no significant risk that it will be unable to raise finance to meet its commitments under financial instruments.

The maturity analysis of financial assets, excluding sums due from customers, is as follows:

	31 March 2018 £000s	31 March 2019 £000s
Less Than 1 Year	1,062	1,868
Between 1 and 2 Years	1,410	2,000
Between 2 and 5 Years	4,276	5,128
Between 5 and 10 Years	5,954	3,103
Between 10 and 15 Years	-	-
More Than 15 Years	11,432	11,432
Total	**24,134**	**23,531**

All trade payables are paid in less than one year.

REFINANCING & MATURITY RISK (31F)

The Council maintains a significant debt and investment portfolio. Whilst the cash flow procedures above are considered against the refinancing risk procedures, longer-term risk to the Council relates to managing the exposure to replacing financial instruments as they mature. This risk relates to both the maturing of longer term financial liabilities and longer term financial assets.

The approved treasury indicator limits for the maturity structure of debt and the limits placed on investments placed for greater than one year in duration are the key parameters used to address this risk. The Council approved treasury and investment strategies address the main risks and the central treasury team address the operational risks within the approved parameters. This includes:
- monitoring the maturity profile of financial liabilities and amending the profile through either new borrowing or the rescheduling of the existing debt; and
- monitoring the maturity profile of investments to ensure sufficient liquidity is available for the Council's day to day cash flow needs, and the spread of longer-term investments provide stability of maturities and returns in relation to the longer term cash flow needs.

The maturity analysis of financial liabilities is as follows, with the maximum and minimum limits for fixed interest rates maturing in each period (approved by Full Council in the Treasury Management Strategy, on 21/02/2018):

	Approved Minimum Limits	Approved Maximum Limits	31 March 2018 £000s	31 March 2019 £000s
Less Than 1 Year	0%	35%	4.40%	6.16%
Between 1 and 2 Years	0%	20%	5.84%	8.66%
Between 2 and 5 Years	10%	30%	17.72%	22.22%
Between 5 and 10 Years	10%	55%	24.67%	13.44%
More Than 10 Years	15%	60%	47.37%	49.52%
Total			**100.00%**	**100.00%**

MARKET RISK (31G)

Interest Rate Risk
The Council is exposed to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the Council, depending on how variable and fixed interest rates move across differing financial instrument periods. For instance, a rise in variable and fixed interest rates would have the following effects:

- Borrowings at variable rates – the interest expense charged to the Comprehensive Income and Expenditure Statement will rise;
- Borrowings at fixed rates – the fair value of the borrowing will fall (no impact on revenue balances);
- Investments at variable rates – the interest income credited to the Comprehensive Income and Expenditure Statement will rise; and
- Investments at fixed rates – the fair value of the assets will fall (no impact on revenue balances).

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

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

According to this assessment strategy, at 31 March 2019, if all interest rates had been 1% higher (with all other variables held constant) the financial effect would be:

	£000s
Increase in Interest Receivable on Variable Rate Investments	(152)
Decrease in Fair Value of Fixed Rate Borrowings Liabilities (No Impact on the Surplus or Deficit on the Provision of Services or Other Comprehensive Income and Expenditure)	**3,681**

The approximate impact of a 1% fall in interest rates would be as above but with the movements being reversed. These assumptions are based on the same methodology as used in the Note – Fair Value of Assets and Liabilities carried at Amortised Cost

Price Risk

The Council, excluding the pension fund, does not generally invest in equity shares or marketable bonds.

The Council holds £1.89m in property/multi-asset funds, and their price varies. However, any movements in price will not impact on the General Fund Balance as regulations are in force to ameliorate the impact of fair value movements.

Foreign Exchange Risk

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

Note 32 **Prior Period Adjustments**

32A PPE VALUATION

A downward revaluation of £3.028m had been omitted from the 2017/18 accounts, the adjustments to the 2017/18 figures in the notes below, reflects the correct accounting treatment and restated 2017/18 figures.

Consolidated Income & Expenditure Statement

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT	Note	31 March 2018 Gross Expend £000s	31 March 2018 Income £000s	31 March 2018 Net Expend £000s	Adjustment £000s	31 March 2018 Restated Gross Expend £000s	31 March 2018 Restated Income £000s	31 March 2018 Restated Net Expend £000s
Finance and Property		2,794	(578)	2,216	2,872	5,666	(578)	5,088
(Surplus) or Deficit on Revaluation of Property, Plant and Equipment Assets	9			861	156			1,017

Movement in Reserves Statement

MOVEMENT IN RESERVES STATEMENT	Movement in Reserves during 2017/18 General Fund £000s	Movement in Reserves during 2017/18 Revaluation Reserve £000s	Movement in Reserves during 2017/18 Capital Adjustment Account £000s	Adjustment £000s	Movement in Reserves during 2017/18 Restated General Fund £000s	Movement in Reserves during 2017/18 Restated Revaluation Reserve £000s	Movement in Reserves during 2017/18 Restated Capital Adjustment Account £000s
Total Comprehensive Income & Expenditure	(680)	(861)	-	2872 & 156	(3,552)	(1,017)	-
Adjustments Between Accounting Basis & Funding Basis Under Regulations (Note 7)	(574)	-	500	2,872	2,298	-	(2,372)

Balance Sheet

BALANCE SHEET	Note	31st March 2018 £000s	Adjustment	31st March 2018 Restated £000s
Property, Plant & Equipment	9	48,572	3,028	45,544
Revaluation Reserve	18a	47,773	156	47,617
Capital Adjustment Account	18b	15,124	2,872	12,252

Cash Flow Statement

CASH FLOW STATEMENT	Note	2017/18 £000s	Adjustment	2017/18 Restated £000s
Adjustments to Net (Surplus) / Deficit on the Provision of Services for Non-Cash Movements	19a	385	2,872	(2,487)

Note 5 - Expenditure & Funding Analysis

Table 5b	2017/18 Adjustments for Capital Purposes (EFA Note 2) £000s	Adjustment	2017/18 Restated Adjustments for Capital Purposes (EFA Note 2) £000s
Finance and Property	683	2,872	3,555

Note 6 - Expenditure & Funding Analysis

Table 6b	2017/18 Adjustments between the Funding and Accounting Basis (see note 7) £000s	Adjustment	2017/18 Restated Adjustments between the Funding and Accounting Basis (see note 7) £000s
Depreciation, Amortisation, Revaluations and Impairment	2,125	2,872	4,997

Note 7 - Adjustments between accounting basis and funding basis under regulations

Table 7b	2017/18 General Fund Balance £000s	2017/18 Capital Adjustment Account £000s	Adjustment	2017/18 Restated General Fund Balance £000s	2017/18 Restated Capital Adjustment Account £000s
Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure (these items are charged to the Capital Adjustment Account)	2,946	(5,199)	2,872	5,818	(8,071)

Note 9a - Property, Plant & Equipment

Property, Plant & Equipment Comparative Movements in 2017/18	2017/18 Surplus Assets £000s	Adjustment	2017/18 Restated Surplus Assets £000s
* Revaluation increases/(decreases) recognised in the Revaluation Reserve	(1,006)	156	(1,162)
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services	(399)	2,872	(3,271)

Note 18 - Unusable Reserves

Revaluation Reserve	2017/18 £000s	Adjustment	2017/18 Restated £000s
Upward revaluation of assets	1,116	156	960

Capital Adjustment Account	2017/18 £000s	Adjustment	2017/18 Restated £000s
Revaluation losses on property, plant and equipment	(510)	2,872	(3,382)

Note 19a - Cash Flow Statement - Operating Activities

The (Surplus)/Deficit on the Provision of Services has been Adjusted for the Following Non-Cash Movements:	2017/18 £000s	Adjustment	2017/18 Restated £000s
Depreciation, Amortisations, Impairment & Downward Valuations	(2,234)	2,872	(5,106)

32B SHORT-TERM INVESTMENT

Cash and Cash Equivalents in the 2017/18 accounts included £2m of short-term investments which matured greater than 3 months from the date of acquisition, the adjustments to the 2017/18 figures in the notes below, reflects the correct accounting treatment and restated 2017/18 figures.

Balance Sheet

BALANCE SHEET	Note	31st March 2018 £000s	Adjustment	31st March 2018 Restated £000s
Short-Term Investments & Deposits	12a	6,000	2,000	8,000
Cash & Cash Equivalents	18a	6,446	2,000	4,446

Cash Flow Statement

CASH FLOW STATEMENT	Note	2017/18 £000s	Adjustment	2017/18 Restated £000s
Investing Activities	19b	3,859	2,000	5,859
Cash and Cash Equivalents at the End of the Reporting Period		(6,446)	2,000	(4,446)

Note 14 - Cash and Cash Equivalents

Cash and Cash Equivalents	31 March 2018 £000s	Adjustment	31 March 2018 Restated £000s
Short-Term Deposits	8,052	2,000	6,052

Note 19b - Cash Flow Statement - Investing Activities

Investing Activities	2017/18 £000s	Adjustment	2017/18 Restated £000s
Purchase of Short-Term and Long-Term Investments	8,000	2,000	10,000

4. Supplementary Accounts and Explanatory Notes

Supplementary Financial Statement

THE COLLECTION FUND STATEMENT

Business Rates £	Council Tax £	31 March 2018 Total £	COLLECTION FUND 2017/18	Business Rates £	Council Tax £	31 March 2019 Total £
			Income			
-	(40,578,610)	(40,578,610)	Council Tax Receivables	-	(42,889,135)	(42,889,135)
(29,070,602)	-	(29,070,602)	Business Rates Receivables	(29,385,159)	-	(29,385,159)
(29,070,602)	(40,578,610)	(69,649,212)		(29,385,159)	(42,889,135)	(72,274,294)
			Expenditure			
			Contribution Towards Previous Year Estimated Surplus / (Deficit)			
(594,424)	-	(594,424)	Central Government	646,714	-	646,714
(475,538)	81,364	(394,174)	Burnley Borough Council	517,370	88,815	606,185
(106,996)	343,337	236,341	Lancashire County Council	116,408	383,368	499,776
(11,888)	19,141	7,253	Lancashire Fire & Rescue Authority	12,934	20,553	33,487
-	47,407	47,407	Police and Crime Commissioner for Lancashire	-	51,916	51,916
(1,188,846)	491,249	(697,597)		1,293,426	544,652	1,838,078
			Precepts, Demands and Shares			
12,331,845	-	12,331,845	Central Government	13,674,178	-	13,674,178
9,865,476	6,483,324	16,348,800	Burnley Borough Council	10,939,343	6,848,753	17,788,096
2,219,732	27,585,667	29,805,399	Lancashire County Council	2,461,352	29,935,961	32,397,313
246,637	1,478,925	1,725,562	Lancashire Fire & Rescue Authority	273,484	1,559,540	1,833,024
-	3,735,696	3,735,696	Police and Crime Commissioner for Lancashire	-	4,102,289	4,102,289
24,663,690	39,283,612	63,947,302		27,348,357	42,446,543	69,794,900
			Charges to the Collection Fund			
-	-	-	Less write offs of uncollectable amounts	43,197	35,927	79,124
492,826	870,655	1,363,481	Less: Increase / (Decrease) in Bad Debt Provision	882,964	940,827	1,823,791
1,753,095	-	1,753,095	Less: Increase / Decrease in Provision for Appeals	1,332,406	-	1,332,406
2,093,134	-	2,093,134	Transitional Protection Payments (Receivable)/Payable	755,060	-	755,060
148,995	-	148,995	Less: Cost of Collection	148,187	-	148,187
234,277	-	234,277	Less: Renewable Energy Schemes	234,779	-	234,779
-	-	-	Less: Interest on Refunds	-	-	-
4,722,327	870,655	5,592,982		3,396,593	976,754	4,373,347
			COLLECTION FUND BALANCE			
(143,270)	(1,283,964)	(1,427,234)	(Surplus) / Deficit b/fwd 1 April	(1,016,701)	(1,217,058)	(2,233,759)
(1,016,701)	(1,217,058)	(2,233,759)	(Surplus) / Deficit c/fwd 31 March	1,636,516	(138,244)	1,498,272
(873,431)	66,906	(806,525)	(Surplus) / Deficit on Fund	2,653,217	1,078,814	3,732,031
			Allocated to:			
(406,680)	(195,844)	(602,524)	Burnley Borough Council	654,606	(21,116)	633,490
(91,503)	(858,821)	(950,324)	Lancashire County Council	147,286	(96,085)	51,201
-	(117,070)	(117,070)	Police and Crime Commissioner for Lancashire	-	(16,156)	(16,156)
(10,167)	(45,323)	(55,490)	Lancashire Fire & Rescue Authority	16,365	(4,887)	11,478
(508,351)	-	(508,351)	Central Government	818,258	-	818,258
(1,016,701)	(1,217,058)	(2,233,759)		1,636,515	(138,244)	1,498,271

Notes to the Collection Fund Statement

Note 1 General

The Collection Fund is an agent's statement that reflects the statutory obligation of billing authorities to maintain a separate Collection Fund. The statement shows the transactions of the billing authority in relation to the collection from taxpayers of Council Tax and Non-Domestic Business Rates (NDR) and its distribution to precepting bodies and the Government. For Burnley the precepting bodies are Lancashire County Council (LCC), the Police and Crime Commissioner for Lancashire (PCCL) and the Lancashire Fire and Rescue Authority (LFRA).

The Council has a statutory requirement to operate a Collection Fund as a separate account to the General Fund. The purpose of the Collection Fund therefore, is to isolate the income and expenditure relating to Council Tax and Non-Domestic Business Rates. The administration costs associated with the collection process are charged to the General Fund.

Note 2 Council Tax

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

The Council Tax base was 23,118 for 2018/19 (22,579 for 2017/18). The increase between financial years evidences the success of the local policy to regenerate the borough by the continued growth of new builds and occupied properties within the local tax base.

The basic amount of Council Tax for a Band D property (£1,831.33 for 2018/19 (£1,735.73 for 2017/18)) is multiplied by the proportion specified for the particular band to give an individual amount due.

The balance on the Council Tax element of the Collection Fund at 31 March 2019 was a surplus of £138,244 which includes a deficit for the year of £1,078,814.

COUNCIL TAX BASE

The Council Tax base for 2018/19 was approved at the Council meeting on 21 February 2018. Details are shown below:

Band	Ratio	Number of properties	Band D equivalent
A Reduced	5/9	29	16
A	6/9	16,327	10,885
B	7/9	4,572	3,556
C	8/9	5,336	4,743
D	9/9	2,561	2,561
E	11/9	1,168	1,428
F	13/9	304	439
G	15/9	115	191
H	18/9	8	15
Total		30,420	23,834
Less: Allowance for non-collection		3.0%	716
Taxbase for year			23,118

Note 3 Council Tax Due

The calculation of the tax due is derived from the Council Tax base for the year calculated in accordance with the provisions of the Local Government Finance Act 1992. The Band D Council Tax for the year 2018/19 was calculated as follows:

Council Tax Due	2018/19 £
Lancashire County Council	29,935,961
Police and Crime Commissioner for Lancashire	4,102,289
Lancashire Fire and Rescue Authority	1,559,540
Burnley Borough Council	6,738,897
Briercliffe with Extwistle Parish Council	20,000
Cliviger Parish Council	10,000
Habergham Eaves Parish Council	4,492
Hapton Parish Council	15,000
Ightenhill Parish Council	2,000
Padiham Town Council	38,364
Worsthorne with Hurstwood Parish Council	20,000
Total to be met from Council Tax	42,446,543

Divided by the Council Tax Base 23,118 (22,579) this gives an average Band D Council Tax for the year 2018/19 of £1,836.08 (£1,739.83 in 2017/18). This is slightly higher than the figure in Note 2 due to the inclusion above of the parish and town council precept amounts.

Note 4 Non-Domestic Rates

The Council collects Non-Domestic Business Rates (NDR) for its area based on local rateable values provided by the Valuation Office Agency (VOA) multiplied by a uniform business rate set by Central Government.

The scheme allows the Council to retain a proportion of the total NDR received. The Burnley share is 40% with the remainder paid to the precepting bodies. For Burnley the NDR precepting bodies are Central Government (50% share), LCC (9% Share) and LFRA (1% Share).

For 2017/18, the total non-domestic rateable value for the Council's area at 31 March 2019 was £76,343,445 (£74,979,210 at 31 March 2018). The national multipliers for 2018/19 were 48.0p for qualifying small businesses (46.6p in 2017/18) and the standard multiplier being 49.3p for all other businesses (47.9p in 2017/18).

NDR surpluses declared by the billing authority in relation to the Collection Fund are apportioned to the relevant precepting bodies in the subsequent financial year in their respective proportions. Deficits likewise are proportionately charged to the relevant precepting bodies in the following year.

Note 5 Lancashire Business Rates Pool

This Council is part of the Lancashire Business Rates Pool which began on 1 April 2016. In a Business Rate Pool, tariffs, top-ups, levies and safety nets can be combined. This can result in a significantly lower levy rate or even a zero levy rate meaning that more or all of the business rate growth can be retained within the pool area instead of being payable to the Government.

The Lancashire Business Rates Pool, which includes most but not all of the local authorities in Lancashire, has been designated by the Secretary of State for Housing, Communities and Local Government and the retained levy in Lancashire has been distributed as follows:

- Lancashire County Council is paid 10% of the overall retained levy;
- Each district within the pool retains 90% of their levy.

With regard to this council,

In 2017/18 this Council decided to withdraw from the Lancashire Business Rates Pool. As a result the Council did not benefit from any retained levy.

In 2018/19 this Council re-joined the Lancashire Business Rates Pool, the total retained levy is £779,370, hence under pooling we have benefitted from extra income of £701,433. Lancashire County Council has received the remaining 10% of retained levy.

As part of the pool arrangements, one authority must be designated as lead authority, which in the case of the Lancashire Business Rates Pool is Ribble Valley Borough Council. As part of this arrangement a total fee of £20,000 is payable, charged equally to all members of the pool to Ribble Valley Borough Council in their role as lead.

In the Lancashire Business Rates Pool each council bears its own risk and takes its own reward under the pool agreement, i.e. no sharing of a volatility reserve.

Below is a summary of the Lancashire Business Rates Pool members and relevant transactions.

Lancashire Business Rates Pool Members 2018/19	Authority Type	In-Year Transactions Relating to Tariffs and Top-Ups £	Retained Levy on Growth 2018/19 £	Levy Payable to/received by Lancashire County Council £	Net Retained Levy 2018/19 £
Burnley Borough Council	Tariff	5,813,386	(779,370)	77,937	(701,433)
Chorley Borough Council	Tariff	6,255,602	(798,029)	79,803	(718,226)
Fylde Borough Council	Tariff	7,792,807	(640,137)	64,014	(576,123)
Hyndburn Borough Council	Tariff	3,817,977	(554,502)	55,450	(499,052)
Pendle Borough Council	Tariff	3,259,593	(355,927)	35,593	(320,334)
Ribble Valley Borough Council	Tariff	4,147,262	(725,653)	72,565	(653,088)
Rossendale Borough Council	Tariff	2,610,199	(603,452)	60,345	(543,107)
South Ribble Borough Council	Tariff	9,933,983	(1,190,680)	119,068	(1,071,612)
West Lancashire Borough Council	Tariff	8,367,158	(889,169)	88,917	(800,252)
Wyre Borough Council	Tariff	6,577,163	(608,534)	60,853	(547,681)
Lancashire County Council	Top-Up	(152,078,891)	-	(714,545)	(714,545)
Central Government	-	93,503,761	-	-	-
Total		-	(7,145,453)	-	(7,145,453)

The Net Retained Levy for the council is shown within Business Rates Retention income on the Comprehensive Income and Expenditure Statement, along with the council's own share of growth achieved in the year.

5. Accounting Policies

TOWNELEY HALL

Accounting Policies

I. GENERAL PRINCIPLES

The Statement of Accounts summarises the Council's transactions for the 2018/19 financial year and its position at the year-end of 31 March 2019. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2015, which those Regulations require to be prepared in accordance with proper accounting practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 (the Code) 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.

The accounts have been prepared on a going concern basis, under the assumption that the Council will continue in existence for the foreseeable future.

II. ACCRUALS OF EXPENDITURE & INCOME

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

- Revenue from contracts with service recipients, whether for services or the provision of goods, is recognised when (or as) the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.
- Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made.
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract.
- Where revenue and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where debts may not be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.

III. CASH AND CASH EQUIVALENTS – (SEE NOTE 14)

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

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

IV. PRIOR PERIOD ADJUSTMENTS, CHANGES IN ACCOUNTING POLICIES AND ESTIMATES AND ERRORS

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

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

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

V. CHARGES TO REVENUE FOR NON-CURRENT ASSETS

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

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

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

VI. COUNCIL TAX AND NON-DOMESTIC RATES

Billing authorities, such as Burnley Council, act as agents, collecting Council Tax and Non-Domestic Rates (NDR) on behalf of the major preceptors (including Government for NDR) and, as principals, 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 the 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 Council's share of accrued income for the year. However, regulations determine the amount of Council Tax and NDR that must be included in the Council's 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 Council's share of the end of year balances in respect of Council Tax and NDR relating to arrears, impairment allowance for doubtful debts, overpayments and prepayments and appeals.

VII. EMPLOYEE BENEFITS – (SEE NOTES 18G, 23 AND 29)

BENEFITS PAYABLE DURING EMPLOYMENT

Short-term employee benefits are those due to be settled wholly within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave for current employees and are recognised as an expense for services in the year in which employees render service to the Council. An accrual is made for the cost of holiday entitlements earned by employees but not taken before the year-end which employees can carry forward into the next financial year, see Note 18g. The accrual is made at the salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services, but then reversed out through the Movement in Reserves Statement so that holiday entitlements are charged to revenue in the financial year in which the holiday absence occurs.

Full details of employee benefits paid during employment for senior officers are shown at Note 22.

TERMINATION BENEFITS – (SEE NOTE 23)

Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy in exchange for those benefits and are charged on an accruals basis to the appropriate service or, where applicable , to the non-distributed costs line in the Comprehensive Income and Expenditure Statement when the Council is demonstrably committed to the termination of the employment of an officer.

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

POST-EMPLOYMENT BENEFITS – (SEE NOTE 29)

Most employees of the Council are members of the Local Government Pension Scheme, administered by Lancashire County Council. It is accounted for as a defined benefits scheme providing retirement lump sums and pensions earned as employees working for the Council:

THE LOCAL GOVERNMENT PENSION SCHEME

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

- The liabilities of the Lancashire County Pension Fund attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based upon assumptions about mortality rates, employee turnover rates and projected future earnings for current employees.
- Liabilities are discounted to their value at current prices, using a discount rate of 2.5% (based upon the indicative rate of return on an AA corporate bond - not the highest quality AAA bond but nevertheless a "high grade" bond).
- The assets of the Lancashire County Pension Fund attributable to the Council are included in the Balance Sheet at their fair value – quoted securities at current bid price, unquoted securities by means of a professional estimate, unitised securities at the current bid price and property at market value.

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

- Service cost comprising:
  - Current service cost – the increase in liabilities as a result of years of service earned in the year and allocated to the Comprehensive Income and Expenditure Statement to the services for which the employees worked.
  - Past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years. This is debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non-Distributed Costs.
  - Net interest on the net defined benefit liability (asset), i.e. net interest expense for the Council – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement. This is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability (asset) at the beginning of the period – taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments.
- Remeasurements comprising:
  - The return on plan assets - excluding amounts included in net interest on the net defined benefit liability (asset) - charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
  - Actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions - charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.
- Contributions paid to the Lancashire County Pension Fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

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

VIII. EVENTS AFTER THE REPORTING PERIOD – (SEE NOTE 3)

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

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

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

IX. FINANCIAL INSTRUMENTS – (SEE NOTES 12 AND 31)

FINANCIAL LIABILITIES

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

For most of the borrowings that the Council has, this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest), and interest charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the loan agreement.

Where premiums and discounts have been charged to the Comprehensive Income and Expenditure Statement, regulations allow the impact on the General Fund Balance to be spread over future years. The Council has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it is repaid. When a premium or discount has been incurred and paid in full by a grant from an external body it is accounted for in full in the year that the grant was received. The reconciliation of the amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instrument Adjustment Account in the Movement in Reserves Statement.

FINANCIAL ASSETS

Financial assets are classified based on a classification and measurement approach that reflects the business model for holding the financial assets and their cashflow characteristics. There are three main classes of financial assets measured at:

- Amortised cost
- Fair value through profit or loss (FVPL), and
- Fair value through other comprehensive income (FVOCI).

FINANCIAL ASSETS MEASURED AT AMORTISED COST

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

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

EXPECTED CREDIT LOSS MODEL

The Council recognises expected credit losses on all of its financial assets held at amortised cost either on a 12-month or lifetime basis. The expected credit loss model also applies to lease receivables and contract assets. Only lifetime losses are recognised for trade receivables (debtors) held by the Council.

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations. Credit risk plays a crucial part in assessing losses. Where risk has increased significantly since an instrument was initially recognised, losses are assessed on a lifetime basis. Where risk has not increased significantly or remains low, losses are assessed on the basis of 12-month expected losses.

FINANCIAL ASSETS MEASURED AT FAIR VALUE THROUGH PROFIT OR LOSS

Financial assets that are measured at FVPL are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured and carried at fair value. Fair value gains and losses are recognised as they arrive in the Surplus or Deficit on the Provision of Services.

The fair value measurements of the financial assets are based on the following techniques:

- Instruments with quoted market prices – the market price
- Other instruments with fixed and determinable payments – discounted cash flow analysis.

The inputs to the measurement techniques are categorised in accordance with the following three levels:

- Level 1 inputs – quoted prices (unadjusted) in active markets for identical assets that the Council can assess at the measurement date.
- Level 2 inputs – inputs other than quoted prices included within Level 1 that are observable for the asset, either directly or indirectly.
- Level 3 inputs – unobservable inputs for the asset.

Any gains and losses that arise on the derecognition of the asset are credited or debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

X. GOVERNMENT GRANTS AND CONTRIBUTIONS – (SEE NOTE 25)

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

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

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

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

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

XI. HERITAGE ASSETS – (SEE NOTE 10)

TANGIBLE AND INTANGIBLE HERITAGE ASSETS

The Council's Heritage Assets are held at Towneley Hall Art Gallery & Museum and Burnley Town Hall. The museum has seven collections of heritage assets which are held principally for their contribution to knowledge, understanding and appreciation of the Council's history and local area. Heritage Assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Council's accounting policies on property, plant and equipment. However, some of the measurement rules are relaxed allowing the Council's heritage assets to be included on the Balance Sheet at their insured value where available.

Heritage assets are deemed to have an indefinite life, and therefore are not depreciated as the charge would be minimal and immaterial. Nevertheless, where there is evidence of physical deterioration, or doubts arise as to its authenticity, the value of the asset has to be reviewed.

XII. INTANGIBLE ASSETS

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

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

This Council does not have any internally generated assets.

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

Intangible Assets are measured initially at cost. Amounts are only revalued where the fair value of the assets held by the Council can be determined by reference to an active market. In practice, no intangible asset held by the Council meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service lines in the Comprehensive Income and Expenditure Statement. The useful lives and associated amortisation rates of computer software have been estimated at 5 years. An asset is tested for impairment whenever there is an indication that the asset might be impaired – any losses recognised are posted to the relevant service lines in the Comprehensive Income and Expenditure Statement. Any gain or loss arising on the disposal or abandonment of an intangible asset is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement.

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

XIII. INVENTORIES AND LONG TERM CONTRACTS

Inventories are included in the Balance Sheet at the lower of cost and net realisable value. The cost of inventories is assigned using the FIFO/weighted average costing formula. Long-term contracts are accounted for on the basis of charging the Surplus or Deficit on the Provision of Services with the consideration allocated to the performance obligations satisfied based on the goods or services transferred to the service recipient during the financial year.

XIV. INVESTMENT PROPERTY – (SEE NOTE 11)

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

Investment properties are measured initially at cost and subsequently at fair value, being the price that would be received to sell such an asset in an orderly transaction between market participants at measurement date. As a non-financial asset, investment properties are measured at highest and best use. Properties are not depreciated but are revalued annually according to market conditions at the year-end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

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

XV. JOINT OPERATIONS

Joint operations are arrangements where the parties that have joint control of the arrangements have rights to the assets and obligations for the liabilities relating to the arrangement. The activities undertaken by the Council in conjunction with other joint operators involve the use of the assets and resources of those joint operators. In relation to its interest in a joint operation, the Council as a joint operator recognises:

- Its assets, including its share of any assets held jointly
- Its liabilities, including its share of any liabilities incurred jointly
- Its revenue from the sale of its share of the output arising from the joint operation
- Its share of the revenue from the sale of the output by the joint operation
- Its expense, including its share of any expenses incurred jointly.

XVI. LEASES – (SEE NOTE 28)

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

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

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

THE AUTHORITY AS LESSEE

Finance Leases

Property, plant and equipment held under finance leases is recognised on the Balance Sheet at the commencement of the lease at its fair value measured at the lease's inception (or the present value of the minimum lease payments, if lower). The asset recognised is matched by a liability for the obligation to pay the lessor. Initial direct costs of the Council are added to the carrying amount of the asset. Premiums paid on entry into a lease are applied to writing down the lease liability. Contingent rents are charged as expenses in the periods in which they are incurred.

Lease payments are apportioned between:

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

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

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

Operating Leases

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

THE AUTHORITY AS LESSOR

Finance Leases

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

Lease rentals receivable are apportioned between:

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

The gain credited to the Comprehensive Income and Expenditure Statement on disposal is not permitted by statute to increase the General Fund Balance and is required to be treated as a capital receipt. Where a premium has been received, this is posted out of the General Fund Balance to the

Capital Receipts Reserve in the Movement in Reserves Statement. Where the amount due in relation to the lease asset is to be settled by the payment of rentals in future financial years, this is posted out of the General Fund Balance to the Deferred Capital Receipts Reserve. When future rentals are received, the element for the capital receipt for the disposal of the asset is used to write down the lease debtor. At this point, the deferred capital receipts are transferred to the Capital Receipts Reserve.

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

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

XVII. OVERHEADS AND SUPPORT SERVICES

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

XVIII. PROPERTY, PLANT AND EQUIPMENT – (SEE NOTE 9)

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

RECOGNITION

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

MEASUREMENT

Assets are initially measured at cost comprising:

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

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

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

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

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

- Infrastructure, community assets and assets under construction – depreciated historical cost
- Dwellings - fair value, determined using the basis of existing use value for social housing (EUV-SH)
- Surplus asset – the current value measurement base is fair value, estimated at highest and best use from a market participants perspective
- All other assets – current value , determined as the amount that would be paid for the asset in its existing use (existing use value – EUV)

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

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

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

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

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

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

IMPAIRMENT

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

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

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

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

DEPRECIATION

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

Depreciation is calculated on the following bases:

- Dwellings and other buildings - straight-line allocation over the useful life of the property as estimated by the valuer
- Vehicles, plant, furniture and equipment – a percentage of the value of each class of assets in the Balance Sheet, as advised by a suitably qualified officer
- Infrastructure – straight-line allocation over 25 years

Where an item of property, plant and equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately if they have different economic useful lives. The minimum value for separate components has been set at £100k as it is believed that anything below this would result in a trivial impact on the Council's accounts. However, the major components of land and buildings have already been separated for many years, with no depreciation being applied to the land element.

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

DISPOSALS AND NON-CURRENT ASSETS HELD FOR SALE

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

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

Assets that are to be abandoned or scrapped are not reclassified as assets held for sale.

When as asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether property, plant and equipment or assets held for sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposals (if any) are credited to the same line of the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (ie netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. The receipt is required to be credited to the Capital Receipts Reserve, and can then only be used for new capital investment or set aside to reduce the Council's underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

The written off value of disposals is not a charge against council tax, as the cost of the 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.

XIX. PROVISIONS AND CONTINGENT LIABILITIES

PROVISIONS – (SEE NOTE 16)

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

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

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

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

CONTINGENT LIABILITIES – (SEE NOTE 30)

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

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

XX. RESERVES

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

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

XXI. REVENUE EXPENDITURE FUNDED FROM CAPITAL UNDER STATUTE

Expenditure incurred during the year that may be capitalised under statutory provisions but that does not result in the creation of a non-current asset has been charged as expenditure to the relevant service in the Comprehensive Income and Expenditure Statement in the year. Where the Council has determined to meet the cost of this expenditure from existing capital resources or by borrowing, a transfer in the Movement in Reserves Statement from the General Fund Balance to the Capital Adjustment Account then reverses out the amounts charged so that there is no impact on the level of council tax - see workings at Note 6 & 7.

XXII. VALUE ADDED TAX

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

XXIII. FAIR VALUE MEASUREMENT

The Council measures some of its non-financial assets such as surplus assets and investment properties and some of its financial instruments such as equity shareholdings at fair value at the end of the reporting date. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement assumes that the transaction to sell the asset or transfer the liability takes place either:

a) in the principal market for the asset or liability, or

b) in the absence of a principal market, in the most advantageous market for the asset or liability.

The Council measures the fair value of an asset or liability using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

When measuring the fair value of a non-financial asset, the Council takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The Council uses valuation techniques that are appropriate in the circumstances and for which suitable data is available, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Inputs to the valuation techniques in respect of assets and liabilities for which fair value is measured or disclosed in the Council's financial statements are categorised within the fair value hierarchy, as follows:

- Level 1 - quoted prices (unadjusted) in active markets for identical assets or liabilities that the Council can access at the measurement date
- Level 2 - inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly
- Level 3 – unobservable inputs for the asset or liability.

6. Glossary

Glossary of Terms

ACCOUNTING PERIOD

The period of time covered by the accounts, 12 months commencing on 1 April and ending on 31 March (the balance sheet date).

ACCRUAL

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

ACTUARIAL GAINS AND LOSSES

For a defined benefit pension scheme, the changes in actuarial deficits or surpluses that arise because events have not coincided with the actuarial assumptions made for the last valuation (experience gains and losses) or the actuarial assumptions have changed.

AGENCY SERVICES

Services provided by the Council, as an agent on behalf of the responsible body, where that body reimburses the Council for the cost of the work carried out.

ANNUAL GOVERNANCE STATEMENT (AGS)

The formal statement that recognises, records and publishes a local Authority's governance arrangements.

ASSET

A resource controlled by the Authority as a result of past events and from which future economic or service potential is expected to flow to the Authority.

AUDITOR'S OPINION

The opinion required by statute, from the Council's external auditors, indicating whether the statement of accounts give a true & fair view of the financial position of the Authority.

BALANCE SHEET

A statement of recorded assets, liabilities and other balances at the end of the accounting period.

BALANCES

The capital or revenue reserves of the Council made up of the accumulated surplus of income over expenditure on the General Fund or any other fund.

BUDGET

A statement of the Council's spending plans for revenue and capital expenditure over a specified period of time.

CAPITAL ADJUSTMENT ACCOUNT

Represents the amounts set aside from revenue resources or capital receipts to finance expenditure on fixed assets or to make repayments relating to external loans or other types of capital finance.

CAPITAL CHARGE

A charge to revenue accounts to reflect the cost of fixed assets used in the provision of services.

CAPITAL EXPENDITURE

Spending on the acquisition and substantial renovation of assets either directly by the Council or indirectly in the form of grants to other persons or bodies. The Code of Practice on Local Authority Accounting in the UK defines "expenditure for capital purposes". Expenditure which does not fall within the definition must be charged to a revenue account.

CAPITAL FINANCING COSTS

The annual cost of borrowing (principal repayments and interest charges), leasing charges and other costs of funding capital expenditure.

CAPITAL GRANTS UNAPPLIED

Government grants and other contributions are accounted for on an accruals basis and recognised in the accounting statements when the conditions for their receipt have been complied with. This reserve holds the balance of grants unapplied at year-end.

CAPITAL RECEIPTS

Income from the sale of capital assets. Such income may only be used for purposes authorised by regulations under Local Government Act 2003, for example to repay loan debt and to finance new capital expenditure.

CAPITAL RECEIPTS - DEFERRED

These represent amounts derived from the sale of assets, which will be received in instalments over agreed periods of time.

CARRYING AMOUNT

Is the amount at which an asset is recognised after deducting any accumulated depreciation and impairment losses.

CIPFA

The Chartered Institute of Public Finance and Accountants is the accountancy body which recommends accounting practice for the preparation of local authority accounts.

CIPFA PRUDENTIAL CODE

This Code was introduced from 1 April 2004. The basic principle of the Code is that local authorities will be free to invest so long as their capital spending plans are affordable, prudent and sustainable. The Code sets out indicators that the Authority must use and factors that they must take into account to demonstrate that they have fulfilled this objective.

CODE OF PRACTICE

The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) specifies the principles and practices of accounting required to give a 'true and fair' view of the financial position and transactions of a local Authority.
The Code sets out the proper accounting practices required by section 21(2) of the Local Government Act 2003. These proper practices apply to:

- Statements of Accounts prepared in accordance with the statutory framework established for England by the Accounts and Audit Regulations 2015.
- The audit of those accounts undertaken in accordance with the statutory framework established by section 5 of the Audit Commission Act 1998 for England.

The Code prescribes the accounting treatment and disclosures for all normal transactions of a local Authority, and is based on the following hierarchy of standards:

- International Financial Reporting Standards (IFRSs) (including International Accounting Standards (IASs) and International Financial Reporting Interpretations Committee (IFRIC) and Standing Interpretations Committee (SIC) interpretations) as adopted by the European Union (i.e. EU-adopted IFRS).
- International Public Sector Accounting Standards (IPSASs).
- UK Generally Accepted Accounting Practice (GAAP) (Financial Reporting Standards (FRSs), Statements of Standard Accounting Practice (SSAPs) and Urgent Issues Task Force (UITF) Abstracts).

The Code has effect for financial years commencing on or after 1 April 2010.

COLLECTION FUND

The Collection Fund shows the transactions of the Council in relation to the collection from taxpayers and distribution to precepting authorities, the Council and the Government of Council Tax and Non-Domestic Rates. The Collection Fund (England) is an agent's statement that reflects the statutory obligation for billing authorities to maintain a separate Collection Fund. The statement shows the transactions of the billing Authority in relation to the collection from taxpayers and distribution to local authorities and the Government of Council Tax and Non-Domestic Rates.

COMMUNITY ASSETS

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

CONSISTENCY

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

CONSOLIDATED BALANCE SHEET

The combined fund balance sheets of the Council.

CONTINGENCY SUM

A sum set aside to provide for foreseen but unquantifiable future commitments or for unforeseen expenditure which may become necessary during the year.

CONTINGENT LIABILITY

A contingent liability is either:

(a) A possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the Authority's control, or

(b) A present obligation arising from past events where it is not probable that a transfer of economic benefits will be required or the amount of the obligation cannot be measured with sufficient reliability.

CORPORATE GOVERNANCE

The authoritative rules and controls in place within the Council required to promote openness, inclusivity, integrity and accountability.

COST OF MANAGEMENT AND ADMINISTRATION

An allocation to service accounts of the net cost of the administrative and professional departments which support all of the Council's services.

CREDITORS

Are financial liabilities arising from the contractual obligation to pay cash in the future for goods or services or other benefits that have been received or supplied and have been invoiced or formally agreed with the supplier.

CURRENT ASSET

Is an asset that is intended to be sold within the normal operating cycle; the asset is held primarily for the purpose of trading or the Authority expects to realise the asset within 12 months after the reporting date.

CURRENT LIABILITY

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

CURRENT SERVICE COST (PENSIONS)

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

DEBT REDEMPTION

The repayment of external loans previously raised to finance capital expenditure.

DEBTOR

Are financial assets not traded in an active market with fixed or determinable payments that are contractual rights to receive cash or cash equivalents.

DEFERRED CHARGES

Expenditure which does not result in, or remain matched with, tangible assets. An example of a deferred charge is expenditure on items such as improvement grants. Deferred charges are written off to the revenue account in the year of account.

DEFERRED DEBTORS

Debts of a capital nature repayable over a period of time in excess of one accounting period e.g. mortgages.

DEPRECIATION

The measure of the cost or revalued amount of the benefits of the fixed asset that have been consumed during the period. Consumption includes the wearing out, using up or other reduction in the useful life of a fixed asset whether arising from use, passage of time or obsolescence through either changes in technology or demand for the goods and services produced by the asset.

EXCEPTIONAL ITEMS

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

EXPECTED RATE OF RETURN ON PENSIONS ASSETS

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

EXPENSES

Are decreases in economic benefits or service potential during the reporting period in the form of outflows or consumption of assets or increases of liabilities that result in decreases in reserves. Expenses include expenses that arise in the course of the ordinary activities and losses such as revaluation of fixed assets.

FAIR VALUE

Is the amount for which an asset could be exchanged between knowledgeable, willing parties in an arms-length transaction.

FINANCE LEASE

A finance lease is one that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee. It should be presumed that such a transfer of risks and rewards occurs if at the inception of a lease the present value of the minimum lease payments including any initial payment amounts to substantially all (normally 90% or more) of the fair value of the leased asset.

FINANCIAL YEAR

In the context of a local Authority this means the period from 1 April to the following 31 March inclusive.

FIXED ASSETS

Tangible assets that yield benefits to the Council and the services it provides for a period of more than one year.

FORMULA GRANT

General Government Grant towards the Councils net revenue budget; and which comprises entitlements of Revenue Support Grant and the Council's business rates retained.

GENERAL FUND

The main revenue fund of the Council. Day-to-day spending on services is met from the fund.

GOING CONCERN

The Authority's financial statements have been prepared on a going concern basis; that is, the accounts have been prepared on the assumption that the functions of the Authority will continue in operational existence for the foreseeable future.

GROSS EXPENDITURE

The cost of service provision before allowing for Government grants, council taxes and other income.

HISTORICAL COST

Is deemed to be the carrying amount of an asset as at 1 April 2007 (i.e. b/f from 31 March 2007) or at the date of acquisition, whichever date is the later, and adjusted for subsequent depreciation or impairment (if applicable).

IMPAIRMENT

This is where the useful working life of an asset is significantly reduced – for example, because of damage to a piece of equipment or changes in technology which mean that a service can be provided more efficiently in other ways.

INCOME

Is the gross inflow of economic benefits or service potential during the reporting period when those inflows or enhancements of assets or decreases of liabilities result in an increase in reserves. Income includes both revenue arising in the course of ordinary activities and gains such as the revaluation of fixed assets.

INFRASTRUCTURE ASSETS

Fixed assets that are inalienable, expenditure on which is recoverable only by continued use of the asset created. Examples of infrastructure assets are highways and footpaths.

INTANGIBLE ASSET

An intangible asset is an identifiable non-monetary asset without physical substance. It must be controlled by the Authority as a result of past events, and future economic or service benefits must be expected to flow from the intangible asset to the Authority. The most common class of intangible asset in local authorities is computer software.

INTEREST COST (PENSIONS)

For a defined benefit scheme, the expected increase during the period in the present value of the scheme liabilities because the benefits are one period closer to settlement.

INVESTMENT PROPERTY

An investment property is one that is used solely to earn rentals or for capital appreciation or both.

LEASING

A method of utilising assets where a rental charge is paid for a specified period of time, instead of outright purchase.

LIABILITIES

Are present obligations of the entity arising from past events, the settlement of which is expected to result in an outflow from the entity of resources embodying economic benefits or service potential.

LOANS OUTSTANDING

The total amounts borrowed from external lenders for capital and temporary revenue purposes but not repaid at the balance sheet date.

MATERIALITY

The relevance of information contained in the financial statements is affected by its nature and materiality. Omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the item, or a combination of both, could be the determining factor. Therefore materiality provides a threshold or cut-off point rather than a primary qualitative characteristic which information must have if it is to be useful. An Authority need not comply with the Code, as to both disclosure and accounting principles, if the information is not material to the true and fair view of the financial statements and to the understanding of users.

MINIMUM REVENUE PROVISION

The minimum amount that the Council must charge to the income and expenditure account to provide for the repayment of debt.

NON-DOMESTIC RATES (NDR)

With effect from April 1990 all non-domestic properties were revalued and the Government determines a national non-domestic rating multiplier every year which is applicable to all local authorities. The rateable values are set by the Valuation Office Agency of HM Revenue & Customs, and there is a statutory revaluation every 5 years. The proceeds of the business rates are partly retained by the Council and the balance is redistributed to the Government, Lancashire County Council and Lancashire Fire and Rescue Authority.

NET EXPENDITURE

Gross expenditure less specific Government grants and other income.

NET BOOK VALUE

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

NON-OPERATIONAL ASSETS

Fixed assets held by the Council but not directly occupied, used or consumed in the delivery of services. Examples of non-operational assets are investment property and assets that are surplus to requirements, pending sale or redevelopment.

OPERATING LEASE

A lease under which the ownership of the asset remains with the lessor; for practical purposes it is equivalent to contract hiring.

OPERATIONAL ASSETS

Fixed assets held and occupied, used or consumed by the Council in the direct delivery of those services for which it has either a statutory or discretionary responsibility.

PAST SERVICE COST

For a defined benefit scheme, the increase in the present value of the scheme liabilities related to employee service in prior periods arising in the current period as a result of the introduction of, or improvement to, retirement benefits.

PRECEPT

The levy made by precepting authorities (Lancashire County Council, Police and Crime Commissioner for Lancashire, Lancashire Fire and Rescue Authority, Town & Parish Councils) on the Council, requiring the Council to collect income from Council taxpayers on behalf of the precepting authorities and paying over the cash collected to them.

PROVISION

An amount set aside in the accounts for liabilities which are certain to be incurred in the future, but cannot be quantified accurately at the balance sheet date.

PRUDENCE

Accounts should be prepared in accordance with the concept of prudence. Income should only be anticipated to the extent that it will be received, as cash or other assets, with reasonable certainty and full and proper allowance should be made for all known and foreseeable losses and liabilities.

PRUDENTIAL FRAMEWORK

One of the principal features of the Local Government Act 2003 was to provide the primary legislative requirements to introduce a new prudential regime for the control of Local Authority capital expenditure. The regime relies upon both secondary legislation in the form of regulations, and a prudential code which has been published by the Chartered Institute of Public Finance and Accountancy (CIPFA).

Under the prudential framework local authorities are free to borrow without specific Government consent if they can afford to service the debt without extra Government support. The basic principle is that authorities will be free to invest as long as their capital spending plans are affordable, sustainable and prudent. As a control mechanism to ensure this occurs all authorities must follow the prudential code published by CIPFA. This involves setting various prudential limits and indicators that must be approved by the Council.

PUBLIC WORKS LOAN BOARD (PWLB)

A body, now part of the Debt Management Office (a Government agency), which lends money to public bodies for capital purposes. At present nearly all borrowers are local authorities. Monies are drawn from the National Loans Fund and rates of interest are determined by the Treasury.

RELATED PARTIES

Two or more parties are related parties when at any time during the financial period:

- One party has direct or indirect control of the other party; or
- The parties are subject to common control from the same source; or
- One party has influence over the financial and operational policies of the other party to an extent that the other party might be inhibited from pursing at all times its own separate interests; or

- The parties, in entering a transaction, are subject to influence from the same source to such an extent that one of the parties to the transaction has subordinated its own separate interests.

RELATED PARTY TRANSACTIONS

A related party transaction is the transfer of assets or liabilities or the performance of services by, to, or for, a related party irrespective of whether a charge is made. The materiality of related party transactions should be judged not only in terms of their significance to the Authority, but also in relation to its related party.

RENT ALLOWANCE

A subsidy payable by the Council to low-income tenants in private rented accommodation.

RESERVE

The residual interest in the assets of the Authority after deducting all its liabilities. The Movement in Reserves Statement shows the true economic cost of providing the Authority's services, represented by the line 'Surplus or (deficit) on the provision of services'. Some income and expenditure is required to be recognised on a different basis or in a different accounting period (i.e. in accordance with legislation) in the General Fund. These differences are shown in the line 'Adjustments between accounting basis and funding basis under regulations'. Voluntary transfers to or from the General Fund Balance also affect the amount to be funded from Council Tax; these are shown in the line 'Transfers to or from reserves available to fund services'. The Movement in Reserves Statement also shows Other Comprehensive Income and Expenditure, for example revaluation gains.

RESIDUAL VALUE

Of an asset is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

REVALUATION RESERVE

From April 2007, this replaced the former Fixed Asset Restatement Account. The Revaluation Reserve will, like the Fixed Asset Restatement Account, measure the gains or losses on assets where a revaluation has taken place.

REVENUE ACCOUNT

An account that records an Authority's day-to-day expenditure and income on such items as salaries and wages and other running costs of services.

REVENUE EXPENDITURE FINANCED FROM CAPITAL UNDER STATUTE (REFFCUS)

Expenditure to be classified as capital for funding purposes when it does not result in it being carried on the balance sheet as a fixed asset.

REVENUE SUPPORT GRANT (RSG)

A grant paid by Central Government to every Local Authority to help to finance its expenditure generally and not specific services. It is based on the Government's assessment of how much the Council needs to spend in order to provide a standard level of service.

STOCKS AND WORK IN PROGRESS

Items of stores and raw materials which have been procured for use on an on-going basis and which have not yet been used at the end of the accounting period.

TEMPORARY LOANS

Loans where repayment is due to be made or repayment can be demanded, within one year from the date of advance.

TREASURY MANAGEMENT

This relates to Borrowing and Cash activities (including Investment) of the Authority, and the effective management of any associated risks. Local authorities' treasury management activities are prescribed by statute – in England & Wales the source of such powers is the Local Government Act 2003, which simplified past complexities and gave further clarification. A local Authority may borrow or invest for any purpose relevant to its functions, under any enactment (law) for the purpose of the prudent management of its financial affairs. The Council also applies the CIPFA code of practice on treasury management in public services.


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Grant Thornton UK LLP
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M3 3EB

Our Ref
Your ref
Date 17 July 2019

Dear Sirs

Burnley Borough Council
Financial Statements for the year ended 31 March 2019

This representation letter is provided in connection with the audit of the financial statements of Burnley Borough Council for the year ended 31 March 2019 for the purpose of expressing an opinion as to whether the Council financial statements are presented fairly, in all material respects in accordance with International Financial Reporting Standards and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 and applicable law.

We confirm that to the best of our knowledge and belief having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

i. We have fulfilled our responsibilities for the preparation of the Council's financial statements in accordance with International Financial Reporting Standards and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 ("the Code"); in particular the financial statements are fairly presented in accordance therewith.

ii. We have complied with the requirements of all statutory directions affecting the Council and these matters have been appropriately reflected and disclosed in the financial statements.

iii. The Council has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with requirements of any regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.

iv. We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

v. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We are satisfied that the material judgements used in the preparation of the financial statements are soundly based, in accordance with the Code and adequately disclosed in the financial statements. There are no other material judgements that need to be disclosed.

vi. Except as disclosed in the financial statements:

   a. there are no unrecorded liabilities, actual or contingent
   b. none of the assets of the Council has been assigned, pledged or mortgaged
   c. there are no material prior year charges or credits, nor exceptional or non-recurring items requiring separate disclosure.

vii. We confirm that we are satisfied that the actuarial assumptions underlying the valuation of pension scheme assets and liabilities for IAS19 Employee Benefits disclosures are consistent with our knowledge. We confirm that all settlements and curtailments have been identified and properly accounted for. We also confirm that all significant post-employment benefits have been identified and properly accounted for.

viii. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of International Financial Reporting Standards and the Code.

ix. All events subsequent to the date of the financial statements and for which International Financial Reporting Standards and the Code require adjustment or disclosure have been adjusted or disclosed.

x. We have considered the adjusted misstatements, and misclassification and disclosures changes schedules included in your Audit Findings Report. The Council financial statements have been amended for these misstatements, misclassifications and disclosure changes and are free of material misstatements, including omissions.

xi. Actual or possible litigation and claims have been accounted for and disclosed in accordance with the requirements of International Financial Reporting Standards.

xii. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

xiii. We believe that the Council's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the Council's needs. We believe that no further disclosures relating to the Council's ability to continue as a going concern need to be made in the financial statements.

Information Provided

xiv. We have provided you with:

   a. access to all information of which we are aware that is relevant to the preparation of the Council financial statements such as records, documentation and other matters;
   b. additional information that you have requested from us for the purpose of your audit; and
   c. unrestricted access to persons within the Council from whom you determined it necessary to obtain audit evidence.

xv. We have communicated to you all deficiencies in internal control of which management is aware.

xvi. All transactions have been recorded in the accounting records and are reflected in the financial statements.

xvii. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

xviii. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the Council and involves:

   a. management;
   b. employees who have significant roles in internal control; or
   c. others where the fraud could have a material effect on the financial statements.

xix. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements communicated by employees, former employees, analysts, regulators or others.

xx. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.

xxi. We have disclosed to you the identity of the Council's related parties and all the related party relationships and transactions of which we are aware.

xxii. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

Annual Governance Statement

xxiii. We are satisfied that the Annual Governance Statement (AGS) fairly reflects the Council's risk assurance and governance framework and we confirm that we are not aware of any significant risks that are not disclosed within the AGS.

Narrative Report

xxiv. The disclosures within the Narrative Report fairly reflect our understanding of the Council's financial and operating performance over the period covered by the Council financial statements.

Approval

The approval of this letter of representation was minuted by the Council's Audit and Standards Committee at its meeting on 17 July 2019.

Yours faithfully

Name ………………………………………………….

Title ………………………………………………….

Date ………………………………………………….

Name ………………………………………………….

Title ………………………………………………….

Date ………………………………………………….

Grant Thornton

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This version of the report is a draft. Its contents and subject matter remain under review and its contents may change and be expanded as part of the finalisation of the report. This draft has been created from the template dated DD MMM YYYY

The Audit Findings for Burnley Borough Council

Year ended 31 March 2019

17 July 2019

Contents

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1. Headlines

This table summarises the key findings and other matters arising from the statutory audit of Burnley Borough Council ('the Council') and the preparation of the Council's financial statements for the year ended 31 March 2019 for those charged with governance.

Financial Statements	Under International Standards of Audit (UK) (ISAs) and the National Audit Office (NAO) Code of Audit Practice ('the Code'), we are required to report whether, in our opinion, the Council's financial statements: • give a true and fair view of the financial position of the Council and its income and expenditure for the year; and • have been properly prepared in accordance with the CIPFA/LASAAC code of practice on local authority accounting and prepared in accordance with the Local Audit and Accountability Act 2014. We are also required to report whether other information published together with the audited financial statements (including the Narrative Report and Annual Governance Statement) , is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.	We received the draft financial statements on the 29th May 2019 in advance of the statutory deadline and comprehensive working papers were available from the start of our audit on 30th May 2019. Finance staff responded promptly and knowledgeably to our questions and queries during the audit. Our audit work was completed on site during June and July. Our findings are summarised on pages 4 to 12. We have identified 2 adjustments to the financial statements that have resulted in a £2.7m adjustment to the Council's Comprehensive Income and Expenditure Statement. One of these adjustments is a change in the estimation of the LG Pension Scheme liabilities following the recent 'McCloud judgement'. Officers have updated the draft financial statements based on a revised actuarial estimate which incorporates an estimate of the additional liabilities and a revision of the return on investments. Audit adjustments are detailed in Appendix B, together with a small number of disclosure changes. We have also raised a recommendation for management as a result of our audit work in Appendix A.. Our work is substantially complete, however there are a number of outstanding matters that require to be completed before we can issue our audit report and these are set out on the next page. We have concluded that the other information to be published with the financial statements is consistent with our knowledge of your organisation and the financial statements we have audited. Subject to the outstanding matters being satisfactorily resolved, our anticipated audit report opinion will be unqualified.
Value for Money arrangements	Under the National Audit Office (NAO) Code of Audit Practice ('the Code'), we are required to report if, in our opinion, the Council has made proper arrangements to secure economy, efficiency and effectiveness in its use of resources ('the value for money (VFM) conclusion').	We have completed our risk based review of the Council's value for money arrangements. We have concluded that Burnley Borough Council has proper arrangements to secure economy, efficiency and effectiveness in its use of resources. We therefore anticipate issuing an unqualified value for money conclusion, as detailed in Appendix D. Our findings are summarised on pages 15-17.
Statutory duties	The Local Audit and Accountability Act 2014 ('the Act') also requires us to: • report to you if we have applied any of the additional powers and duties ascribed to us under the Act; and • To certify the closure of the audit.	We have not exercised any of our additional statutory powers or duties We have completed the majority of our work under the Code and expect to be able to certify the completion of the audit when we give our audit opinion

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Acknowledgements

We would like to take this opportunity to record our appreciation for the assistance provided by the finance team and other staff during our audit.

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2. Summary

Overview of the scope of our audit

This Audit Findings Report presents the observations arising from the audit that are significant to the responsibility of those charged with governance to oversee the financial reporting process, as required by International Standard on Auditing (UK) 260 and the Code of Audit Practice ('the Code'). Its contents have been discussed with management and will be presented to the Audit and Risk Committee.

As auditor we are responsible for performing the audit, in accordance with International Standards on Auditing (UK) and the Code, which is directed towards forming and expressing an opinion on the financial statements that have been prepared by management with the oversight of those charged with governance. The audit of the financial statements does not relieve management or those charged with governance of their responsibilities for the preparation of the financial statements.

Audit approach

Our audit approach was based on a thorough understanding of the Council's business and is risk based, and in particular included:

- An evaluation of the Council's internal controls environment, including its IT systems and controls; and
- Substantive testing on significant transactions and material account balances, including the procedures outlined in this report in relation to the key audit risks.

We have not had to alter or change our audit plan, as communicated to you on 16 January 2019

Conclusion

We have substantially completed our audit of your financial statements and subject to outstanding queries being resolved, we anticipate issuing an unqualified audit opinion following the Audit and Risk Committee meeting on 17 July 2019, as detailed in Appendix D. These outstanding items include:

- review of the revised actuarial report on IAS 19 Pension Fund liabilities following 'McCloud judgement', the Council's scrutiny of the actuarial estimates and the appropriate amendment to the financial statements
- receipt of IAS 19 assurance from Lancashire County Pension Fund Auditor
- housing benefits testing - opinion testing
- final review procedures
- receipt of management representation letter (appendix E);
- review of the final signed Annual Governance Statement and
- review of the final set of financial statements.

Our approach to materiality

The concept of materiality is fundamental to the preparation of the financial statements and the audit process and applies not only to the monetary misstatements but also to disclosure requirements and adherence to acceptable accounting practice and applicable law.

We detail in the table below our assessment of materiality for Burnley Borough Council.

Materiality calculations remain the same as reported in our audit plan.

	Council Amount (£)
Materiality for the financial statements	1,208,000
Performance materiality	846,000
Trivial matters	60,000
Materiality for disclosure of senior managers pay	6,000

Significant findings – audit risks

Risks identified in our Audit Plan	Commentary
❶ **ISA240 revenue recognition risk** Under ISA (UK) 240 there is a rebuttable presumed risk that revenue may be misstated due to the improper recognition of revenue.	We previously considered the risk factors set out in ISA240 and the nature of the revenue streams at the Authority. We have determined that the risk of fraud arising from revenue recognition can be rebutted because : • there is little incentive to manipulate revenue recognition • the culture and ethical frameworks of local authorities, including Burnley Borough Council, mean that all forms of fraud are seen as unacceptable • income streams are primarily derived from grants or formula based income from central government and tax payers; and • opportunities to manipulate revenue recognition are therefore very limited. **We therefore do not consider this to be a significant risk** We have however: • evaluated the Council's accounting policy for recognition of revenues for appropriateness; • performed substantive testing on material revenue streams; and • reviewed unusual significant transactions. We have not identified any issues during the course of our audit that would cause us to reconsider the previous rebuttal of the risk of improper recognition of revenue.
❷ **Management override of controls** Under ISA (UK) 240 there is a non-rebuttable presumed risk that the risk of management over-ride of controls is present in all entities. We therefore identified management override of control, in particular journals, management estimates and transactions outside the course of business as a significant risk, which was one of the most significant assessed risks of material misstatement.	We undertook the following procedures in relation to this risk:: • evaluated the design effectiveness of management controls over journals • analysed the journals listing and determine the criteria for selecting high risk or unusual journals • Tested high risk / unusual journals recorded for appropriateness and corroboration • gained an understanding of the accounting estimates and critical judgements applied made by management and considered their reasonableness with regard to corroborative evidence • evaluated the rationale for changes in accounting policies, estimates or significant unusual transactions. Our audit work has not identified any issues in respect of management override of controls.

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Significant findings – audit risks

Risks identified in our Audit Plan	Commentary
3 **Valuation of land and buildings** The Authority revalued its land and buildings on a rolling programme basis over a five year period. This valuation represents a significant estimate by management in the financial statements due to the size of the valuation estimated and the sensitivity of this estimate to changes in key assumptions. Additionally, management will need to ensure the carrying value in the Authority financial statements is not materially different from the current value or the fair value (for surplus assets) at the financial statements date, where a rolling programme is used We therefore identified valuation of land and buildings, particularly revaluations and impairments, as a significant risk, which was one of the most significant assessed risks of material misstatement, and a key audit matter for the audit.	We have: • evaluated management's processes and assumptions for the calculation of the estimate, the instructions issued to valuation experts and the scope of their work • evaluate the competence, capabilities and objectivity of the valuation expert • written to the valuer to confirm the basis on which the valuation was carried out • challenged the information and assumptions used by the valuer to assess the completeness of source data and consistency with our understanding, • tested revaluations made during the year to see if they have been input correctly into the Authority's asset register • evaluated the assumptions made by management for those assets not revalued during the year and how management has satisfied themselves that these are not materially different to current value at year end. We identified the need for a Prior Period Adjustment to reflect the omission of a revaluation in 2017/18, where the Council had originally recognised this in 2018/19. This has now been amended my management and is included in the schedule of adjustments included at appendix B. Our audit work identified has not identified any issues in respect of valuation of land and buildings at 31 March 2019, however our testing did identify the need for a Prior Period Adjustment to reflect the omission of a revaluation in 2017/18. We have set out our view of the assumptions used in the valuation of land and buildings under the judgements and estimates section at page 10.

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Significant findings – audit risks

Risks identified in our Audit Plan	Commentary
4 **Valuation of the pension fund net liability** The Authority's pension fund net liability, as reflected in its balance sheet as the net defined benefit liability, represents a significant estimate in the financial statements. The pension fund net liability is considered a significant estimate due to the size of the estimated valuation in the Authority's balance sheet and the sensitivity of the estimate to changes in key assumptions. We therefore identified valuation of the Authority's pension fund net liability as a significant risk, which was one of the most significant assessed risks of material misstatement, and a key audit matter.	In response to this risk we have: • updated our understanding of the processes and controls put in place by management to ensure that the Authority's pension fund net liability is not materially misstated and evaluate the design of the associated controls; • evaluated the instructions issued by management to their management expert (an actuary) for this estimate and the scope of the actuary's work; • assessed the competence, capabilities and objectivity of the actuary who carried out the Authority's pension fund valuation; • assessed the accuracy and completeness of the information provided by the Authority to the actuary to estimate the liability; • tested the consistency of the pension fund asset and liability and disclosures in the notes to the core financial statements with the actuarial report from the actuary; • undertaken procedures to confirm the reasonableness of the actuarial assumptions made by reviewing the report of the consulting actuary (as auditor's expert) and performing any additional procedures suggested within the report; and • obtained assurances from the auditor of Lancashire County Pension Fund as to the controls surrounding the validity and accuracy of membership data; contributions data and benefits data sent to the actuary by the pension fund and the fund assets valuation in the pension fund financial statements. On 12 July the Actuary issued a revised estimate of the pension funds assets and liabilities, recognising the additional liabilities arising from the McCloud judgement .The Council has revised the financial statements to reflect the revised estimation provided by the Actuary on 12 July 2019. We have not yet reviewed the revised actuarial estimate and this remains part of the outstanding matters set out on page 4. Subject to the satisfactory completion of the outstanding matters our audit work has not identified any issues in respect of valuation of the pension fund net liability at 31 March 2019 We have set out our view of the assumption used in the valuation of land and buildings at page 8.

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Significant findings – key judgements and estimates

	Summary of management's policy	Audit Comments	Assessment
Land and Buildings (including Surplus Assets) – NBV £41.9m	The Council request their internal valuer to revalue other land and building (opening value £37.8m) on a 5 year cycle, using depreciated replacement cost (DRC) for specialised assets such as libraries, galleries leisure centres. The remainder of operational other land and building are required to be revalued at existing use in value (EUV). Surplus assets comprising of an opening value of £8.8m are required to be revalued annually at fair value, estimated as highest and best use from a market participants perspective. In 2018/19 the Council revalued £20.8m (60% NBV) of other land and buildings and revalued 100% of surplus assets. Management have considered the year end value of non-valued properties in 2018/19 using the comparative changes in assets revalued during 2018/19 to determine whether there may have been a potential material change in the total value of theses properties. Managements assessment of assets not revalued has identified no material change to the properties value. The total year end valuation of Other land and buildings was £44.8m, a net decrease of £2m from 2017/18 (£46.8m).	• We have no concerns over the competence, capabilities and objectivity of the internal valuation expert used by the Council. • The valuer has agreed clear terms of reference for this work with the Council in advance of the work being performed, including within which were the assumptions that were going to be applied to this work. • We have reviewed the assumptions applied by the Valuer to the valuation performed, and have confirmed they are reasonable and appropriate given the nature of the assets held by the Council. • There have been no changes to the valuation methods this year. • We have reviewed and are satisfied with the completeness and accuracy of the information provided to the valuer to determine the estimate • We have reviewed the work done by management on those assets not revalued during 2018/19 to confirm that the value held within the financial statements is not materially different to their carrying value. • We have also assessed the assertion from the valuer that for those assets revalued during the year, there has not been any material movement between the valuation date and the 31 March 2019 and are satisfied with this assumption. • We are satisfied with the disclosure of the estimate within the financial statements.	● (green)

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Assessment

- ● We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
- ● We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- ● We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- ● We consider management's process is appropriate and key assumptions are neither optimistic or cautious

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Significant findings – key judgements and estimates

	Summary of management's policy	Audit Comments	Assessment
Investment properties – £11.5m	The Council has a number of assets that it has determined to be investment properties. Investment properties must be included in the balance sheet at fair value (the price that would be received in an orderly transaction between market participants at the measurement date) so these assets are valued every year with a revaluation date of 1 April 2018. The Council's internal valuer completes the valuation of these properties. The year end valuation of the Council's investment property was £11.5m, a net decrease of £0.3m from 2017/18.	• We have no concerns over the competence, capabilities and objectivity of the internal valuation expert used by the Council. • The valuer has agreed clear terms of reference for this work with the Council in advance of the work being performed, including within which were the assumptions that were going to be applied to this work • There have been no changes to the valuation method this year. • We have considered the potential movements in the valuations at the valuation date of 1 April 2018 and the 31 March 2019. This work has not raised any issues with the 2018/19 valuations. • Disclosure of the estimate in the financial statements is considered adequate.	Green

Assessment
- We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
- We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- We consider management's process is appropriate and key assumptions are neither optimistic or cautious

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Significant findings – key judgements and estimates

Net pension liability – £58.7m

Summary of management's policy

The Council continues to use Mercers to provide actuarial valuations of the Council's assets and liabilities recognised as a result of participation in the Local Government Pension Scheme.

The Council's net pension liability at 31 March 2019 is £57,587k (PY £55,263k) comprising the Lancashire County Pension Fund Local Government and unfunded defined benefit pension scheme obligations.

A full actuarial valuation is required every three years. The latest full actuarial valuation was completed in 2016. A roll forward approach is used in intervening periods, which utilises key assumptions such as life expectancy, discount rates, salary growth and investment returns. Given the significant value of the net pension fund liability, small changes in assumptions can result in significant valuation movements.

There has been a £279k net actuarial gain during 2018/19.

Audit Comments

- We have no concerns over the competency, capability and objectivity of the actuary used by the Council.
- We have used the work of PWC, as auditor's expert to asset the methodology and assumptions made by the actuary. See below for consideration of the key assumptions used by the actuary.

Assumption	Actuary Value	Actuary expected range	Auditors Assessment
Discount rate	2.4%	2.4%-2.5%	
CPI	2.3%	2.2%-2.3%	
Pension increase rate	2.4%	2.2%-2.5%	
Salary growth	3.8%	3.10% – 4.35%	
Life expectancy at 65 – Males • aged 45/65	25.1/22.8	24.8 - 26.3 / 22.2 -2 3.7	
Life expectancy at 65 – Females • aged 45/65	28.2/25.5	27.9 -29 / 25 – 26.4	

- No issues were noted with the completeness and accuracy of the underlying information used to determine the estimate
- There have been no changes to the valuation method since the previous year, however the estimate has now bee revised to include liabilities arising from the McCloud judgement.
- We are satisfied with the reasonableness of the Council's share of LPS pension assets, and that this is in line with expectations.

We have not yet reviewed the amended IAS 19 estimates provided by the Actuary in their amended report and this remains part of the outstanding matters set out on page 4.

Assessment

Assessment

- We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
- We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- We consider management's process is appropriate and key assumptions are neither optimistic or cautious

Significant findings – key judgements and estimates

Accounting area	Summary of management's policy	Audit Comments	Assessment
Provisions for Non Domestic Rate Appeals (£3m)	The Council is liable for successful appeals against business rates charged to business in 2018/19 and earlier financial years in their proportionate share. A provision has therefore been made for the best estimate of the amount that businesses have been overcharged up to 31 March 2019. The estimate has been calculated using the latest Valuation Office Agency (VOA) ratings list of appeals and the analysis of successful appeals to date. The provision has increased by £0.366m in 2018/19.	• We have not noted any issues with the completeness and accuracy of the underlying information used to determine the estimate. • We have considered the approach taken by the Council to determine the provision, and it is in line with that used by other bodies in the sector. • Disclosure of the estimate in the financial statements is considered adequate. • There have been no changes to the calculation method this year	
Debt impairment (£4m)	The Council reviews significant debtor balances to determine an allowance for doubtful debts. At 31 March 2019 the Council determined an impairment allowance for doubtful debts of £4m. The provision has increased by £0.1m in 2018/19.	• We are satisfied with the approach taken by the Council to determine the provision • There have not noted any issues with the completeness and accuracy of the underlying information used to determine the estimate.	

Assessment

- We disagree with the estimation process or judgements that underpin the estimate and consider the estimate to be potentially materially misstated
- We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider optimistic
- We consider the estimate is unlikely to be materially misstated however management's estimation process contains assumptions we consider cautious
- We consider management's process is appropriate and key assumptions are neither optimistic or cautious

Significant findings - Going concern

Our responsibility

As auditors, we are required to “obtain sufficient appropriate audit evidence about the appropriateness of management's use of the going concern assumption in the preparation and presentation of the financial statements and to conclude whether there is a material uncertainty about the entity's ability to continue as a going concern” (ISA (UK) 570).

Going concern commentary

Management's assessment process

Management have a range of procedures in place to provide assurance that the Council remains a going concern including:

- regular review of cash flow and Treasury Management;
- regular review and reporting of financial performance against budget;
- regular review and update of the Medium Term Financial Strategy; and
- appropriate review, scrutiny and reporting of earmarked reserves and General Fund Balance.

Auditor commentary

- Management have undertaken a thorough review of the risks facing the Council including reduction in government funding and pressures on budgets.
- Plans to address the risks are considered realistic and deliverable.
- Overall management processes are considered to be sufficiently robust to demonstrate a well informed view of going concern.

Work performed

- We have reviewed the medium term financial strategy and considered the reasonableness of the assumptions on which it is based.
- We noted your total general fund balance (including earmarked reserves) has been retained around its planned level at £8.6m which is around 54% of your net revenue budget for 2019/120.
- Our work has not identified any events or conditions existing that may cast significant doubt on the Council’s ability to remain as a going concern

Concluding comments

- We have identified no events or conditions in the course of the audit that we consider may cast significant doubt on your ability to continue as a going concern.
- We are satisfied with the appropriateness of management’s going concern assessment process. As such we plan to issue an unmodified audit report in respect of going concern.

DRAFT

Other communication requirements

We set out below details of other matters which we, as auditors, are required by auditing standards and the Code to communicate to those charged with governance.

	Issue	Commentary
1	**Matters in relation to fraud**	• We have previously discussed the risk of fraud with the Audit and Standards Committee We have not been made aware of any significant incidents in the period and no other issues have been identified during the course of our audit procedures.
2	**Matters in relation to related parties**	• We are not aware of any related parties or related party transactions which have not been disclosed
3	**Matters in relation to laws and regulations**	• You have not made us aware of any significant incidences of non-compliance with relevant laws and regulations and we have not identified any incidences from our audit work.
4	**Written representations**	• A letter of representation has been requested from the Council which is included at Appendix E
5	**Confirmation requests from third parties**	• We requested from management permission to send confirmation requests to the Council's Bank for bank balance, and to several other institutions for investment confirmation. This permission was granted and the requests were sent. • We have received positive confirmations for all requests.
6	**Disclosures**	• Our review found no material omissions in the financial statements.
7	**Audit evidence and explanations/significant difficulties**	• All information and explanations requested from management was provided.

Other responsibilities under the Code

	Issue	Commentary
1	**Other information**	• We are required to give an opinion on whether the other information published together with the audited financial statements (including the Narrative Report and Annual Governance Statement), is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. No inconsistencies have been identified. We plan to issue an unmodified opinion in this respect – as per Appendix D
2	**Matters on which we report by exception**	We are required to report on a number of matters by exception in a numbers of areas: • If the Annual Governance Statement does not meet the disclosure requirements set out in the CIPFA/SOLACE guidance or is misleading or inconsistent with the other information of which we are aware from our audit • If we have applied any of our statutory powers or duties We have nothing to report on these matters.
3	**Specified procedures for Whole of Government Accounts**	We are required to carry out specified procedures (on behalf of the NAO) on the Whole of Government Accounts (WGA) consolidation pack under WGA group audit instructions. • For Burnley BC no further work is required as the Council does not exceed the threshold for WGA group procedures.
4	**Certification of the closure of the audit**	Subject to the satisfactory conclusion of the matters identified on page 3 and 4, we intend to certify the closure of the 2018/19 audit of Burnley Borough C**ouncil** in the audit opinion, as detailed in Appendix D.

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3. Value for Money

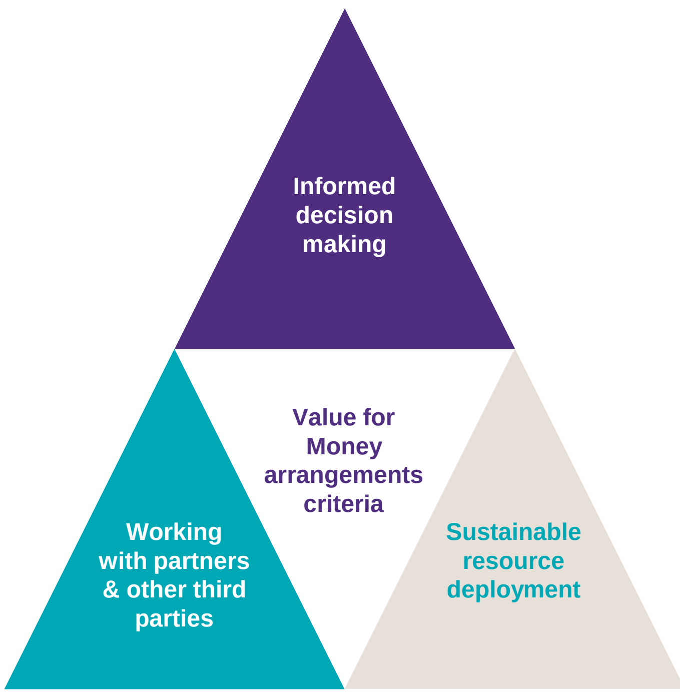
Background to our VFM approach

We are required to satisfy ourselves that the Council has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. This is known as the Value for Money (VFM) conclusion.

We are required to carry out sufficient work to satisfy ourselves that proper arrangements are in place at the Council. In carrying out this work, we are required to follow the NAO's Auditor Guidance Note 3 (AGN 03) issued in November 2017. AGN 03 identifies one single criterion for auditors to evaluate:

"In all significant respects, the audited body takes properly informed decisions and deploys resources to achieve planned and sustainable outcomes for taxpayers and local people."

This is supported by three sub-criteria, as set out below:



Risk assessment

We carried out an initial risk assessment in January 2019 and identified a number of significant risks in respect of specific areas of proper arrangements using the guidance contained in AGN03. We communicated these risks to you in our Audit Plan dated 17 January 2019.

We have continued our review of relevant documents up to the date of giving our report, and have not identified any further significant risks where we need to perform further work.

We carried out further work only in respect of the significant risks we identified from our initial and ongoing risk assessment. Where our consideration of the significant risks determined that arrangements were not operating effectively, we have used the examples of proper arrangements from AGN 03 to explain the gaps in proper arrangements that we have reported in our VFM conclusion.

Our work

AGN 03 requires us to disclose our views on significant qualitative aspects of the Council's arrangements for delivering economy, efficiency and effectiveness.

We have focused our work on the significant risks that we identified in the Council's arrangements. In arriving at our conclusion, our main considerations were:

- Financial resilience – reviewing the Council's financial outturn and Medium Term Financial Strategy
- Major Capital scheme developments – reviewing the Council's arrangements for ensuring key decisions made are supported by appropriate information and understanding of risks.

We have set out more detail on the risks we identified, the results of the work we performed, and the conclusions we drew from this work on the following pages.

Overall conclusion

Based on the work we performed to address the significant risks, we are satisfied that the Council had proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

The text of our report, which confirms this can be found at Appendix D.

Significant difficulties in undertaking our work

We did not identify any significant difficulties in undertaking our work on your arrangements which we wish to draw to your attention.

Significant matters discussed with management

There were no matters where no other evidence was available or matters of such significance to our conclusion or that we required written representation from management or those charged with governance.

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Key findings

We set out below our key findings against the significant risks we identified through our initial risk assessment

Significant risk	Findings	Conclusion
1 **Financial sustainability - Medium term financial position** As with most authorities, Burnley Borough Council continues to operate under significant financial pressures. The Medium Term Financial Strategy (MTFS) highlight the requirement to make £3.23 million of savings over the 3 year period to 2021/22. This is comparable with over 21% of the Council's Revenue Budget. Savings amounting to just over £1.23 million have been approved to date, however almost £2m of savings have yet to be identified and approved. We will continue to monitor the Authority's financial position through regular meetings with senior management and consider how the Authority manages its budget. We will continue to assess progress in the identification and delivery of the future savings required as identified in the current iteration of the MTFS.	**Revenue Outturn 2018/19** Consistent with previous years the Council has delivered its planned outturn for 2018/19 with a balanced position against its net budget of £15,090k, delivering savings of £1.862k and a net transfer to earmarked reserves of £468k. Individual budgets delivered broadly on target and the strategic partnership with Liberata continues to offer considerable stability to the £3,610k budget for the provision of revenues, benefits and other support services. The Council maintained its General Fund Balance at £1,379k, which has been the level the Council has set for several years. **2019/20 Budget and Medium Term Financial Strategy** In February 2019 the Council approved a balanced budget for 2019/20 as a net budget of £15,815k. As in previous years the budget was set with prudent assumptions, with allowances included for inflation, pay increases and a range of other growth factors which are likely to occur over the course of the year, together with realistic assumptions on the levels of income from fees and charges in the current economic climate. Savings of £1m were originally identified as being required and have now been identified. The Council's MTFS has been extended and now covers the four financial periods 2020/21 to 2023/24. The MTFS recognises the ongoing pressures from core spending reductions and considers scenarios ranging from 0% to 4% reduction in core spending power and resulting in a potential cumulative financial gap of between £2m and £4.5m over the 4 year period. The MTFS recognises the significant risks arising from key pressures such as inflationary expenditure costs, volatility in business rates and limits on Council Tax increases, together with the further risks arising from new risks arising from the necessary borrowing for major capital projects (potentially up to £32m) . Mitigating actions have been identified where possible and most importantly around the conditions required for construction to commence on major capital schemes. It will be crucial for these pre conditions to be scrutinised and challenged prior to any commitments to construction taking place. **It is clear that a robust plan has been prepared for 2019/20 and the MTFS remains realistic in terms of current understanding on central government plans, however uncertainty remains around the Local Government Spending Review, which has now been deferred for another year an will not take effect until the 2021-22 financial year. Both Officers and Members need to make sure that effective financial management continues to be at the heart of all decisions to ensure that the Council is best placed to deal with the challenges ahead.**	We have concluded that the Council has effective arrangements in place for sustainable resource deployment.

Key findings

We set out below our key findings against the significant risks we identified through our initial risk assessment

	Significant risk	Findings	Conclusion
2	**Major capital scheme developments** The Council has approved proposals and financial business cases for significant capital schemes to be carried out over the next 2 years. These schemes are in support of the Council's 'Place and Prosperity' objective as part of the Town Centre and Canalside masterplan. Such schemes carry significant inherent risks and require robust governance arrangements in place to ensure that appropriately informed decisions are made and risks are carefully managed. We will review the governance arrangements the Council has in place to support appropriately informed decision making and to monitor and manage risks associated with such schemes.	In December 2018 the Council gave approval to the proposals for two significant capital schemes: • Sandygate Square student accommodation scheme • Pioneer Place town centre development scheme. Prior to presentation to members for approval, officers obtained in cooperation with the University of Central Lancashire (UCLAN) detailed market assessments for 'Sandygate' based on student numbers and, accommodation availability supported by appropriate external advisers. Building costs and design advice were also obtained for the Councils Joint Venture partner. Briefings and presentations have been made to members setting out the significant impact on the Council in terms of borrowing requirements and occupancy levels. For the Town centre development of Pioneer Place, the Council had previously sought appropriate external advisers to scrutinise the development plans of the Council's approved developer partner. The Cinema and Supermarket developments that form the key elements of the scheme are subject to the risk of obtaining sufficient level of tenancy. The agreement between the Council and the developer sets out the level of pre lets required before construction commences. **At this early development stage, the Council has appropriately sought external advice and has reviewed and reported the risks associated with the development of the capital schemes. Members have received training briefings and support in understanding the risks involved prior to making key decisions in approving scheme proposals and business cases.** **It will be essential that the development of schemes is closely monitored by officers with appropriated contract management skills and scrutiny from members, particularly prior to significant commitments to capital expenditure being made (see previous page on financial resilience risks)**	We are satisfied that the Council has effective arrangements in place for informed decision making.

Independence and ethics

We confirm that there are no significant facts or matters that impact on our independence as auditors that we are required or wish to draw to your attention. We have complied with the Financial Reporting Council's Ethical Standard and confirm that we, as a firm, and each covered person, are independent and are able to express an objective opinion on the financial statements

We confirm that we have implemented policies and procedures to meet the requirements of the Financial Reporting Council's Ethical Standard and we as a firm, and each covered person, confirm that we are independent and are able to express an objective opinion on the financial statements.

Further, we have complied with the requirements of the National Audit Office's Auditor Guidance Note 01 issued in December 2017 which sets out supplementary guidance on ethical requirements for auditors of local public bodies.

Details of fees charged are detailed in Appendix C

Audit and Non-audit services

For the purposes of our audit we have made enquiries of all Grant Thornton UK LLP teams providing services to the Council. The following non-audit services were identified.

	Fees £	Threats identified	Safeguards
Audit related			
Certification of Housing Benefit Subsidy Grant	9,750	Self-Interest (because this is a recurring fee)	The level of this fee (even if it were to become recurring) taken on its own is not considered a significant threat to independence as the fee for this work is £9,750 in comparison to the total fee for the audit of £38,937 and in particular relative to Grant Thornton UK LLP's turnover overall. Further, there is no contingent element to it. These factors all mitigate the perceived self-interest threat to an acceptable level
Certification of RGF (Weavers Triangle) return (completed January 2019)	£2,950	Self-Interest (because this has been a recurring fee)	The level of this recurring fee taken on its own is not considered a significant threat to independence as the fee for this work is £2,950 in comparison to the total fee for the audit of £38,937 and in particular relative to Grant Thornton UK LLP's turnover overall. Further, it is a fixed fee and there is no contingent element to it. These factors all mitigate the perceived self-interest threat to an acceptable level.
Non-audit related			
None	0		

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Action plan

We have identified one recommendations for the Council as a result of issues identified during the course of our audit. We have agreed our recommendations with management and we will report on progress on these recommendations during the course of the 2019/20 audit. The matters reported here are limited to those deficiencies that we have identified during the course of our audit and that we have concluded are of sufficient importance to merit being reported to you in accordance with auditing standards.

	Assessment	Issue and risk	Recommendations
1	●	• Our testing identified a fully depreciated asset recorded in the asset register (CCTV asset) and reflected in the financial statements opening balances and historical depreciation, that had in fact been disposed of in previous years.	• The Asset register should be subjected to a detailed review to confirm all fully depreciated assets have been removed on disposal. **Management response** • The Asset Register will be subject to detailed review for 2019/20 and consideration is being given to obtained a new asset register.

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Controls
- ● High – Significant effect on control system
- ● Medium – Effect on control system
- ● Low – Best practice

DRAFT

Audit Adjustments

We are required to report all non trivial misstatements to those charged with governance, whether or not the accounts have been adjusted by management.

Impact of adjusted misstatements

All adjusted misstatements are set out in detail below along with the impact on the key statements and the reported net expenditure for the year ending 31 March 2019.

	Detail	Comprehensive Income and Expenditure Statement £'000	Statement of Financial Position £'000	Impact on total net expenditure £'000
1	**Change in Pension Liability estimate** • Pensions Liability Adjustment for estimated liabilities arising from 'McCloud Judgement' • Revised IAS 19 – updated return on Assets	Corporate Budgets + £620k Remeasurement of Net Defined Benefit Liability -£344k	- £276	+£620 - £344
2	**Prior year adjustment** Recognition that the omitted downward revaluation of Vision Park Asset, (upon bringing into use) should have been recognised in 2017/18 rather than 2018/19 as it is a material figure.	Finance and Property Services -£2,604 Surplus on Revaluation of PPE - £424	No impact on 2018/19 closing balance (opening Balance only reduced by £3,028k)	- £3,028
	Overall impact	**£2,752**	**-£276**	**-£2,752**

Misclassification and disclosure changes

The table below provides details of misclassification and disclosure changes identified during the audit which have been recommended to be made in the final set of financial statements.

Disclosure	Detail	Auditor recommendations	Adjusted?
Misclassification - Balance Sheet, Cash Flow and Notes 12a & 14	• A 6 months deposit of £1m had been incorrectly classified as Cash and Cash Equivalents (also in prior year)	• Reclassify £1m of Cash and Cash Equivalents balances at 31/3/19 to ST Investments and similarly reclassify £2m of prior year balances at 31/3/18 (and highlight *restated)	✓
Misclassification - Collection Fund Statement (Client identified)	• Adjustment to comparative figures: for - Business Rates receivable + £1.87m - Increase/Decrease in Provision for Appeals +£1.87m. To 'gross up' the figure for reliefs/appeals granted in the year, in line with CIPFA Code requirements	• Amend for client identified error	✓
Disclosure – Note 9	• A CCTV asset which had been out of operation for a number of years remained on the Asset Register at £900k Cost, albeit fully depreciated.	• Whilst there is no overall impact on Net Book Value, Note 9 overstates both Cost and Accumulated depreciation by £900k. Officers have agreed to review the Asset Register for 2019/20 to remove any fully depreciated assets that are no longer in use.	X
Various	• Various narrative and typographical amendments	• Amend for clarity and understanding	**Underway**

DRAFT

Fees

We confirm below our final fees charged for the audit and for the provision of audit related services.

Audit Fees	**Proposed fee (£)**	**Final fee(£)**
Council Audit	£38,937	£TBC
Total audit fees (excluding VAT)	**£38,937**	**£TBC**

The proposed fees for the year were in line with the scale fee set by Public Sector Audit Appointments Ltd (PSAA)

The final fee has yet to be determined based on the level of work required to address the McCloud issue and additional queries to the Pension Fund actuary

Non Audit Fees

Fees for other services	**Fees (£)**
Audit related services:	£9,750*
• Housing Benefit Return	
• RGF claim - final return (Weavers Triangle)	£2,950
Non-audit services	
None	Nil
	£12,700*

* Estimated based on current understanding of HBCOUNT work required for 2018/19

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Audit opinion (DRAFT)

We anticipate we will provide the Council with an unmodified audit report

Independent auditor's report to the members of Burnley Borough Council
Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Burnley Borough Council (the 'Authority') for the year ended 31 March 2019 which comprise the Comprehensive Income and Expenditure Statement, the Movement in Reserves Statement the Balance Sheet, the Cash Flow Statement, the Collection Fund Statement and notes to the financial statements, and Accounting Policies. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19.

In our opinion, the financial statements:

- give a true and fair view of the financial position of the Authority as at 31 March 2019 and of its expenditure and income for the year then ended;
- have been prepared properly in accordance with the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19; and
- have been prepared in accordance with the requirements of the Local Audit and Accountability Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the financial statements' section of our report. We are independent of the Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Chief Financial Officer (Section 151 Officer's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Chief Financial Officer (Section 151 Officer) has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Authority's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Chief Financial Officer (Section 151 Officer) is responsible for the other information. The other information comprises the information included in the Statement of Accounts, the Narrative Report and the Annual Governance Statement other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge of the Authority obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Other information we are required to report on by exception under the Code of Audit Practice

Under the Code of Audit Practice published by the National Audit Office on behalf of the Comptroller and Auditor General (the Code of Audit Practice) we are required to consider whether the Annual Governance Statement does not comply with the 'Delivering Good Governance in Local Government: Framework (2016)' published by CIPFA and SOLACE or is misleading or inconsistent with the information of which we are aware from our audit. We are not required to consider whether the Annual Governance Statement addresses all risks and controls or that risks are satisfactorily addressed by internal controls.

We have nothing to report in this regard.

Opinion on other matter required by the Code of Audit Practice

In our opinion, based on the work undertaken in the course of the audit of the financial statements and our knowledge of the Authority gained through our work in relation to the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources, the other information published together with the financial statements in the Statement of Accounts, the Narrative Report and the Annual Governance Statement for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

Under the Code of Audit Practice, we are required to report to you if:

- we issue a report in the public interest under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make a written recommendation to the Authority under section 24 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application to the court for a declaration that an item of account is contrary to law under Section 28 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or;
- we issue an advisory notice under Section 29 of the Local Audit and Accountability Act 2014 in the course of, or at the conclusion of the audit; or
- we make an application for judicial review under Section 31 of the Local Audit and Accountability Act 2014, in the course of, or at the conclusion of the audit.

We have nothing to report in respect of the above matters.

DRAFT

Audit opinion

Responsibilities of the Authority, the Chief Financial Officer (Section 151 Officer) and Those Charged with Governance for the financial statements

As explained more fully in the Statement of Responsibilities, the Authority is required to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Chief Financial Officer (Section 151 Officer). The Chief Financial Officer (Section 151 Officer) is responsible for the preparation of the Statement of Accounts, which includes the financial statements, in accordance with proper practices as set out in the CIPFA/LASAAC code of practice on local authority accounting in the United Kingdom 2018/19, for being satisfied that they give a true and fair view, and for such internal control as the Chief Financial Officer (Section 151 Officer) determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Chief Financial Officer (Section 151 Officer) is responsible for assessing the Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless there is an intention by government that the services provided by the Authority will no longer be provided.

The Audit and Standards Committee is Those Charged with Governance. Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Report on other legal and regulatory requirements - Conclusion on the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

Conclusion

On the basis of our work, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General in November 2017, we are satisfied that the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

Responsibilities of the Authority

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

Auditor's responsibilities for the review of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

We are required under Section 20(1)(c) of the Local Audit and Accountability Act 2014 to be satisfied that the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources. We are not required to consider, nor have we considered, whether all aspects of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

We have undertaken our review in accordance with the Code of Audit Practice, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General in November 2017, as to whether in all significant respects the Authority had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people. The Comptroller and Auditor General determined this criterion as that necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

We planned our work in accordance with the Code of Audit Practice. Based on our risk assessment, we undertook such work as we considered necessary to be satisfied that the Authority has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

Report on other legal and regulatory requirements - Certificate

We certify that we have completed the audit of the financial statements of Burnley Borough Council in accordance with the requirements of the Local Audit and Accountability Act 2014 and the Code of Audit Practice.

Use of our report

This report is made solely to the members of the Authority, as a body, in accordance with Part 5 of the Local Audit and Accountability Act 2014 and as set out in paragraph 43 of the Statement of Responsibilities of Auditors and Audited Bodies published by Public Sector Audit Appointments Limited. Our audit work has been undertaken so that we might state to the Authority's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Authority and the Authority's members as a body, for our audit work, for this report, or for the opinions we have formed.

[Signature]

Mark Heap
for and on behalf of Grant Thornton UK LLP, Local Auditor

Manchester

July 2019

DRAFT

Management Letter of Representation

[**Prepare on client letterhead**]

Grant Thornton UK LLP
4 Hardman Square
Spinningfields
Manchester
M3 3EB

17 July 2019

Dear Sirs

Burnley Borough Council - Financial Statements for the year ended 31 March 2019

This representation letter is provided in connection with the audit of the financial statements of Burnley Borough Council for the year ended 31 March 2019 for the purpose of expressing an opinion as to whether the Council financial statements are presented fairly, in all material respects in accordance with International Financial Reporting Standards and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 and applicable law.

We confirm that to the best of our knowledge and belief having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

i. We have fulfilled our responsibilities for the preparation of the Council's financial statements in accordance with International Financial Reporting Standards and the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2018/19 ("the Code"); in particular the financial statements are fairly presented in accordance therewith.

ii. We have complied with the requirements of all statutory directions affecting the Council and these matters have been appropriately reflected and disclosed in the financial statements.

iii. The Council has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with requirements of any regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.

iv. We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

v. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We are satisfied that the material judgements used in the preparation of the financial statements are soundly based, in accordance with the Code and adequately disclosed in the financial statements. There are no other material judgements that need to be disclosed.

vi. Except as disclosed in the financial statements:
   a. there are no unrecorded liabilities, actual or contingent
   b. none of the assets of the Council has been assigned, pledged or mortgaged
   c. there are no material prior year charges or credits, nor exceptional or non-recurring items requiring separate disclosure

vii. We confirm that we are satisfied that the actuarial assumptions underlying the valuation of pension scheme assets and liabilities for IAS19 Employee Benefits disclosures are consistent with our knowledge. We confirm that all settlements and curtailments have been identified and properly accounted for. We also confirm that all significant post-employment benefits have been identified and properly accounted for.

viii. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of International Financial Reporting Standards and the Code.

ix. All events subsequent to the date of the financial statements and for which International Financial Reporting Standards and the Code require adjustment or disclosure have been adjusted or disclosed.

x. We have considered the adjusted misstatements, and misclassification and disclosures changes schedules included in your Audit Findings Report. The Council financial statements have been amended for these misstatements, misclassifications and disclosure changes and are free of material misstatements, including omissions.

xi. Actual or possible litigation and claims have been accounted for and disclosed in accordance with the requirements of International Financial Reporting Standards.

xii. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

xiii. We believe that the Council's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the Council's needs. We believe that no further disclosures relating to the Council's ability to continue as a going concern need to be made in the financial statements.

Information Provided

ix. We have provided you with:
   a. access to all information of which we are aware that is relevant to the preparation of the Council financial statements such as records, documentation and other matters;
   b. additional information that you have requested from us for the purpose of your audit; and
   c. unrestricted access to persons within the Council from whom you determined it necessary to obtain audit evidence.

x. We have communicated to you all deficiencies in internal control of which management is aware.

xi. All transactions have been recorded in the accounting records and are reflected in the financial statements.

xii. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

xiii.

xiv. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the Council and involves:
   a. management;
   b. employees who have significant roles in internal control; or
   c. others where the fraud could have a material effect on the financial statements.

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Management Letter of Representation

xv. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements communicated by employees, former employees, analysts, regulators or others.

xvi. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.

xvii. We have disclosed to you the identity of the Council's related parties and all the related party relationships and transactions of which we are aware.

xviii. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

Annual Governance Statement

We are satisfied that the Annual Governance Statement (AGS) fairly reflects the Council's risk assurance and governance framework and we confirm that we are not aware of any significant risks that are not disclosed within the AGS.

Narrative Report

The disclosures within the Narrative Report fairly reflect our understanding of the Council's financial and operating performance over the period covered by the Council financial statements.

Approval

The approval of this letter of representation was minuted by the Council’s Audit and Standards Committee at its meeting on 17 July 2019.

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