

# **East Sussex Fire Authority**

## **Statement of Accounts**

**2013/14**

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In addition to the Statement of Accounts, financial information can be obtained from reports made to the Fire Authority and its Panels. Information on the Fire Authority's budget and finances can also be found on the website [www.esfrs.org](http://www.esfrs.org).

Further information on particular aspects of the East Sussex Fire Authority's finances may be obtained from:

Treasurer  
 East Sussex Fire & Rescue Service  
 20 Upperton Road  
 Eastbourne  
 East Sussex  
 BN21 1EU

Or by email to [finance@eastsussex.gov.uk](mailto:finance@eastsussex.gov.uk) or [enquiries@esfrs.org](mailto:enquiries@esfrs.org).

# Explanatory Foreword by the Treasurer

## Introduction

The purpose of the Statement of Accounts is to give the reader clear information about the Fire Authority's finances for the year ended 31 March 2014. The format of the Statement of Accounts is governed by The Code of Practice on Local Authority Accounting in the United Kingdom (the Code) which is published by the Chartered Institute for Public Finance and Accountancy (CIPFA) and is based upon International Financial Reporting Standards (IFRS).

East Sussex Fire Authority was created on 1 April 1997 as a result of local government reorganisation. It has a statutory duty to provide a Fire and Rescue Service for the whole of East Sussex and the City of Brighton and Hove, covering an area of 179,000 hectares and with a population of approximately 807,000.

The Authority is made up of 18 councillors, 12 of whom are nominated by East Sussex County Council and 6 of whom are nominated by Brighton & Hove City Council. During 2013/14 the membership of the Authority was as follows:

	Brighton & Hove City Council	East Sussex County Council	Total
Conservative	2	5	7
Green	3	-	3
Labour	1	2	3
Liberal Democrat	-	2	2
UKIP	-	2	2
Independent	-	1	1
Total	6	12	18

The vision and aims for the Authority in 2013/14 are set out below and these are what we planned to deliver through our agreed budget and medium term financial plan:

Our vision – achieving safer and more sustainable communities

Our aims:

- To deliver quality services within available resources
- To ensure a competent, diverse, safe and valued workforce

You can find out more about the Fire Authority and the services it provides at [www.esfrs.org](http://www.esfrs.org)

## Statement of Accounts

The main statements in these accounts comprise:

- The Movement in Reserves Statement (MiRS) - this is a summary of the changes that have taken place in the bottom half of the Balance Sheet over the financial year. This statement shows the movement in the year on the different reserves held by the Fire Authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The Surplus or (Deficit) on the Provision of Services total shows the true economic cost of providing the Fire Authority's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance for Fire Authority tax setting purposes. The Net Increase/Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the Fire Authority.
- The Comprehensive Income and Expenditure Statement (CIES) – this is fundamental to the understanding of a Fire Authority's activities. It brings together all of the functions of the Fire Authority and summarises all of the resources that the Fire Authority has generated, consumed or set aside in providing services during the year. As such, it is intended to show the true financial position of the Fire Authority, before allowing for the concessions provided by statute to raise Fire Authority tax according to different rules and for the ability to switch particular expenditure to be met from capital resources.
- The Balance Sheet – like the Comprehensive Income and Expenditure Statement, is also fundamental to the understanding of the Fire Authority's financial position as at 31 March 2014. It shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Fire Authority. The net assets of the Fire Authority (assets less liabilities) are matched by the reserves held by the Fire Authority. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Fire Authority may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use. The second category of reserves is those that the Fire Authority is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses, and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'.
- The Cash Flow Statement – this summarises the changes in cash and cash equivalents of the Fire Authority during the reporting period. The statement shows how the Fire Authority 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

## ***Explanatory Foreword by the Treasurer***

operating activities is a key indicator of the extent to which the operations of the Fire Authority are funded by way of taxation and grant income or from the recipients of services provided by the Fire Authority. Investing activities represent the extent to which cash outflows have been made for resources, which are intended to contribute to the Fire Authority'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 Fire Authority.

- The Firefighters' Pension Fund Account Statement – this summarises the transactions relating to the Firefighters' Pension Fund Account for 2013/14. This is an unfunded scheme (i.e. it is not backed by investments) into which employee and employer contributions are paid and from which pension payments are made. The account is topped up by a grant from Government if the contributions are insufficient to meet the cost of pension payments in any one year.

### ***Changes to accounting policies***

The Code of Practice is based on International Financial Reporting Standards (IFRSs), and has been developed by the CIPFA/LASAAC Code Board under the oversight of the Financial Reporting Advisory Board. The Code is based on approved accounting standards issued by the International Accounting Standards Board and interpretations of the International Financial Reporting Interpretations Committee, except where these are inconsistent with specific statutory requirements. The Code also draws on approved accounting standards issued by the International Public Sector Accounting Standards Board and the UK Accounting Standards Board where these provide additional guidance.

The Code of Practice on Local Authority Accounting 2013/14 (the Code) highlights the following key updates/changes in accounting practice:

- Post-employment benefits – extensive revisions to reflect the 2013/14 Code changes to the classification, recognition, measurement and disclosure requirements.
- Accounting for business rates retention – a new section has been included to provide guidance on the accounting requirements for the localisation of business rates in England.
- Presentation of Financial Statements to reflect the amendments (IAS 1) to the Comprehensive Income and Expenditure Statement.
- Following the CIPFA/LASAAC Post Implementation Review of IFRS the Guidance Notes have been enhanced to address areas where uncertainty was identified:
  - clarification regarding the frequency of revaluations for Property, Plant and Equipment, based on the wording of IAS 16
  - enhancement of the recognition requirements for non-current assets held for sale
  - Leases and Lease Type Transactions

### ***Financial Report***

This section of the Statement of Accounts for 2013/14 sets out:

- The construction of the original budget for 2013/14.
- The final outturn for 2013/14.

#### **Setting the Revenue Budget for 2013/14**

The Fire Authority has developed its service planning processes so that they provide a sound basis both for setting its strategic objectives, plans and policies and for its medium term financial planning and budget setting. The process for 2013/14 began in May 2012 and involved officers and Members reviewing and updating the forecast of likely resources available over the period 2013/14 – 2017/18. In line with the Government's Deficit Reduction Strategy and the outcomes of the Comprehensive Spending Review 2010 (CSR10) further reductions were expected in Government funding of 9.8% in 2013/14 and 6.2% in 2014/15. The Government also announced a major review of local government funding and consulted on a range of proposals during the year, the most important being for the localisation of business rates income and of the Council Tax Support Grant. This created a significant level of uncertainty about our future funding and the impact of these proposals did not become clear until much later in the budget setting process. By July 2012 we had identified the need to make savings of £2.155m in 2013/14 and £4.076m by 2017/18.

During the second half of 2012 proposals for potential savings were developed building on the on-going service prioritisation exercise begun in 2010/11 now known as Facing the Challenge. This covered a range of non-operational savings and a review of our Incident Command arrangements, alongside a project to establish a joint control centre with West Sussex Fire & Rescue Service (WSFRS) covering the whole of Sussex and public consultation on proposals to change services in the Hastings area.

By the time the budget was set the Government had announced major changes in the way in which local authorities would be funded in future. Instead of business rates being collected locally and then paid into a central pool, part of which the Government used to support the payment of grants to local authorities, a proportion of business rates would be retained locally up to a level of baseline need determined by Government. Those collecting less than their baseline need receiving a top up grant from Government financed from a tariff paid by those authorities who collected more than their baseline need. The aim was to reward local authorities who promoted local economic development by allowing them to retain a share of the additional business rates income generated as a result.

The Government also confirmed plans to localise the payment of Council Tax support changing it from a benefit based scheme funded by a central grant to a local scheme providing discounts on council tax to particular groups. In doing this the Government reduced the funding for the scheme that it transferred to local authorities by 10% and passed on the risk of scheme costs increasing should the number of those entitled to discounts grow. The local Council Tax Support Schemes approved by Brighton & Hove City Council and the East Sussex Districts and Boroughs (the billing authorities who administer the schemes) sought to claw back the 10% loss of funding by reducing existing discounts and exemptions from Council Tax.

## Explanatory Foreword by the Treasurer

When Local Government Finance Settlement was announced in December 2012 as expected the Authority saw significant cuts, albeit at a slightly lower level than expected, in its Government funding of 6.6% in 2013/14 and 8.0% in 2014/15 (on a like for like basis taking into account the changes in funding described above). The Government also announced that it would provide a specific grant equivalent to a 1.0% increase in Council Tax for 2013/14 where authorities agreed to keep their Council Tax at 2012/13 levels. For the Fire Authority this meant additional grant funding of £0.249m.

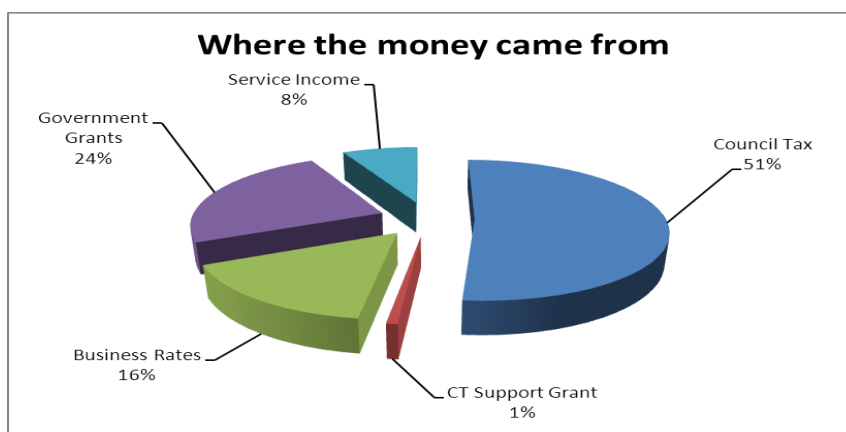
Staff consultations and formal consultations with representative bodies including the Fire Brigades' Union, the Fire Officers' Association, the Retained Firefighters' Union and UNISON about the 2013/14 Revenue Budget were conducted as usual. A broader public consultation on the Medium Term Finance Plan and Integrated Risk Management Plan for 2013/14 to 2017/18 was also conducted and reflected in the final budget proposals.

In February 2013, the final revenue budget of £39.079m (a 2.38% decrease on 2012/13) was approved. This included savings of £2.010m the majority of which were identified through our Facing the Challenge programme (£1.325m).

The Fire Authority also approved, in principal, further savings of up to £1.184m for 2014/15 primarily through the Facing the Challenge programme and the project to set up a joint control centre with WSFRS, funded primarily by a Government grant of £3.6m. Council Tax was frozen for the third year in succession at £81.86 which meant that fire services cost the average Council Tax Payer (Band D) less than £1.58 per week.

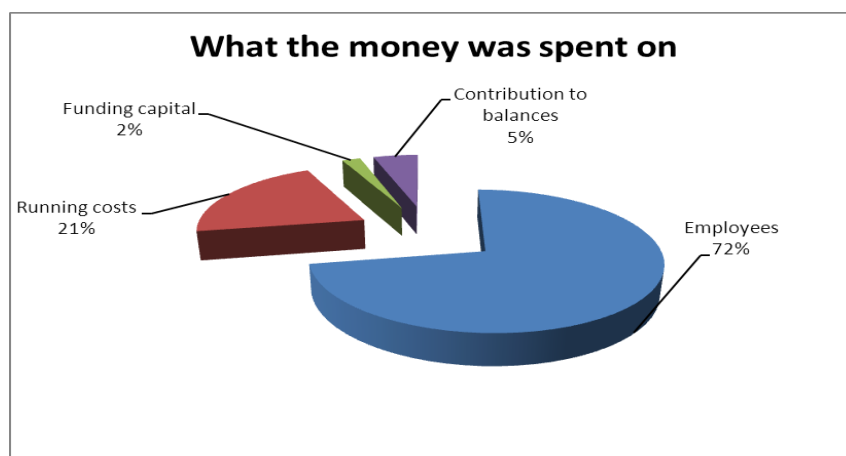
### Revenue Expenditure and Income

The revenue, or day to day, spending of the Authority is shown in the table below, "Analysis of the Revenue Budget" and is summarised in the following charts. The first chart shows the source of resources supporting revenue expenditure.



The majority 51% comes from the Council Tax payers of East Sussex and the City of Brighton & Hove. The two other main sources are Government grants and Business Rates at 24% and 16% respectively with council tax support grant 1% and service income 8% making up the remainder.

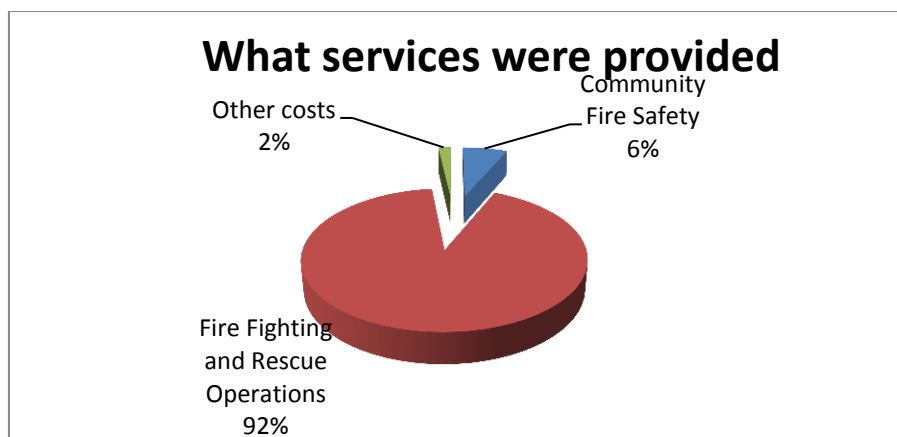
The next chart shows what this money was spent on:



Fire Authority services are heavily reliant upon staff, and employee costs including employers pension contributions accounted for 72% of expenditure. Running expenses including the cost of premises, transport and supplies and services accounted for 21% of the total, and the balance of 7% is made up of the cost of funding capital expenditure including the costs associated with loans taken out to invest in the Fire Authority's services and contribution to balances to fund future one-off investments.

The third and final chart shows the cost of providing the services of the Authority:

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The Authority's focus is on services to local communities and this is reflected by the fact that 92% of expenditure is on firefighting and rescue operations. Within this there is an increasing focus on community safety work. Dedicated community safety work makes up 6% of total spend including preventing fires, reducing arson, working with partners in the local business community, and with other local authorities and stakeholders to make all our local communities safer. There is a small balance of 2% covering corporate and democratic core costs.

### Analysis of the Revenue Budget

The table below sets out the main components of the Revenue Budget for 2013/14 and how these compare with the actual outturn:

Year to 31 March 2014	Original Budget	Revised Budget	Actual Outturn	Variance against revised budget	
	£'000	£'000	£'000	£'000	%
Employees	25,150	27,245	27,458	213	0.8
Pensions	3,018	3,052	3,047	(5)	(0.2)
Premises	2,257	2,135	2,110	(25)	(1.2)
Transport	1,159	1,163	1,039	(124)	(10.7)
Supplies and Services	5,302	5,629	5,077	(552)	(9.8)
Support Services	525	533	535	2	0.4
Capital Financing	2,521	2,521	2,521	-	-
Less Income	(831)	(3,012)	(3,180)	(168)	(5.6)
<b>Total</b>	<b>39,101</b>	<b>39,266</b>	<b>38,607</b>	<b>(659)</b>	<b>(1.7)</b>
Treasury Management etc	(1,669)	(1,664)	(1,648)	16	(1.0)
<b>Total Expenditure</b>	<b>37,432</b>	<b>37,602</b>	<b>36,959</b>	<b>(643)</b>	<b>(1.7)</b>
Transfer to Balances	1,647	1,477	1,477	-	-
<b>Total Net Expenditure</b>	<b>39,079</b>	<b>39,079</b>	<b>38,436</b>	<b>(643)</b>	<b>(1.6)</b>
<i>Financed by:</i>					
Government Grant	(10,536)	(10,536)	(10,593)	(57)	(0.5)
Business Rates	(6,782)	(6,782)	(6,729)	53	0.8
Council Tax	(21,625)	(21,625)	(21,625)	-	-
Council Tax Surplus	(136)	(136)	(136)	-	-
	<b>(39,079)</b>	<b>(39,079)</b>	<b>(39,083)</b>	<b>(4)</b>	-
Over (Underspend)	-	-	<b>(647)</b>	<b>(647)</b>	-

Throughout the year the Authority received regular budget monitoring reports which tracked progress in delivering agreed savings and identified in year spending pressures, enabling them to be managed within the overall revenue budget. In May 2013 the mobilising function from WSFRS including its staff transferred to this Authority as part of the preparations for the creation of a joint control centre for the whole of Sussex. This led to a significant variation in our expenditure budget which was matched by additional income from WSFRS. These changes are reflected in the Revised Budget shown above.

The Authority's original estimate of net revenue expenditure for the year was £39.079m. The table above shows that, in fact, the Authority's expenditure was £38.436m and our sources of finance were slightly higher than planned at £39.083m. Taken together this means that the Authority underspent by £0.647m or 1.7% of its Revised Budget and this will be transferred into revenue balances. The main reasons for this underspend were project delays in Information Management (IMD) (£0.296m) and

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savings on insurance (£0.160m) and fuel costs (£0.106k). These figures are based on the full cost of providing services i.e. after including charges for support services, use of assets.

The analysis of revenue expenditure provided is for budgetary comparison purposes and does not agree directly to the analysis of expenditure contained in the CIES. The disparity arises because the CIES is presented in a prescribed Service Reporting Code of Practice (SeRCOP) format, based on standard accounting practices, which facilitate direct comparisons with other Local Authorities. For example, for external reporting purposes, the CIES includes gains and losses on the sale of fixed assets. The differences in presentation and convention may significantly affect the reported cost of services, but it has no effect on the total reported expenditure of the Fire Authority.

### ***Reserves and Balances***

The Fire Authority's revenue balances have increased by £1.378m to £11.194m at 31 March 2014. of which 66% is held for specific purposes. With the addition of the Capital Receipts Reserve of £2.639m this means that total usable reserves stand at £13.833m - as shown in note 20 to the accounts.

The financial statements also set out details of the Fire Authority's earmarked reserves, which are another essential tool to manage risk exposure and smooth the impact of major costs. The requirement for financial reserves is acknowledged in statute. Sections 32 and 43 of the Local Government Finance Act 1992 require billing and precepting authorities in England and Wales to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. The level of the Fire Authority General Fund Balance (£3.753m) is in line with the Fire Authority's Reserves and Balances Policy approved in February 2014 which set a minimum level of 8% of the Revenue Budget based upon an assessment of the financial risks that the Authority faces.

Details of the Fire Authority's earmarked reserves can be found on page 35, within note 8 to the Core Accounting Statements. Current earmarked reserves are £7.441m, the most significant being those to provide resources which may be used for capital spending in order to reduce the need for and consequent revenue cost of borrowing and to support service improvement and the delivery of savings. Other earmarked reserves cover the replacement of Breathing Apparatus, Budget Carry Forward, Insurance Fund, Volunteer Scheme, Maritime Incident Response Group (MIRG) and relocation costs for staff vacating service owned housing.

Certain reserves are held to manage the accounting processes for tangible fixed assets and retirement benefits and they do not represent usable resources for the Authority.

The CIPFA takes the view that there is no theoretically right level of reserves or a generally applicable minimum level of reserves because the factors that affect the need for reserves - such as inflation rates and the certainty about local authorities' spending plans - vary over time, but believes that elected members should agree on the appropriate level of reserves in the light of the advice given by the Treasurer. We always look closely at our reserves and we do not hold more than we need, but equally we are prudent in setting aside money for new facilities and other major committed and planned capital investment.

### ***The Capital Programme***

In 2013/14, the Fire Authority spent £3.281m on its vehicles, buildings and other capital projects.

The Authority can fund its capital expenditure from several sources, each with its own advantages and limitations. The main sources of funding in 2013/14 were capital grants (£1.566m) and revenue contributions (£0.746m) from the Capital Programme Reserve with the balance funded from borrowing (loans raised in previous years ~ £0.968m). Capital bids for new projects are made in accordance with the 5 year Capital Asset Strategy and individual schemes are subject to the Authority's project management regime to ensure effective delivery.

The Capital Programme budget for the year was £6.266m which included a number of adjustments for projects already underway on 1 April 2013 totalling £4.166m. This includes an agreed increase in the budget for scheme to provide new accommodation for the Sussex Control Centre at Haywards Heath Fire Station from £0.666m to £1.100m.

The underspend of £2.985m compared to the original budget was made up of two main elements: schemes that were delivered under budget or were removed as no longer necessary which have saved £0.410m and; schemes that were delayed and spend re-phased into 2014/15 and these total £2.575m. The majority of this re-phased spending relates to two major partnership schemes Newhaven Community Hub (which includes a new fire station) and Sussex Control Centre (both the accommodation and information technology streams). These schemes will now be completed in 2015/16 and 2014/15 respectively.

The larger schemes during the year included the work on the new Sussex Control Centre, the completion of the refurbishment of Crowborough Fire Station and the purchase of a number of new appliances including the launch of the new Combined Aerial Rescue Pump in in Eastbourne.

The Prudential Code allows the Authority to determine its own affordable level of borrowing. This strategy, which includes the Authorised Borrowing Limit and prudential indicators for the Authority is approved through the annual Treasury Strategy report to the Authority

No new borrowing was undertaken during the year, so total prudential borrowing as at 31 March 2014 remained £11.123m.

During 2014/15, the Fire Authority plans to invest £5.237m in capital schemes, including £4.657m on schemes which started in previous years, which will be financed by capital grants of £2.089m with the balance being met from capital receipts and the capital programme reserve.

# Explanatory Foreword by the Treasurer

## Impact of Benefit Pension Schemes

In line with the accounting standard IAS19, the Fire Authority's net liability for future pension payments, as shown in the Balance Sheet, has increased from £296.276m at the start of the year to £333.062m at 31 March 2013. Note 36 to the accounting statements provides more detailed information.

The explanation for this significant change is as follows:

- In assessing liabilities for retirement benefits at 31 March 2013, the actuary assumed a discount rate of 4.5% nominal which is based on the rate of return at the accounting date on a high-quality corporate bond of equivalent currency and term to scheme liabilities. In assessing liabilities for retirement benefits at 31 March 2014, the actuary has advised that a rate of 4.3% nominal is appropriate. This is due to the fall in Government bond yields without a corresponding equal fall in inflation.

The resultant impact on the CIES is a charge of £0.016m under Non Distributed Costs for past service costs (in effect recognising "underpayment" in previous years) and an Actuarial loss on pension liabilities of £22.161m.

The liabilities assessed due over the long-term of the Firefighters' Pension Scheme do not affect the present operational service costs of the Fire Authority, where the actual costs of providing pensions is determined by the government and legislation that sets the employer and employee pension contributions rates for both the 1992 and 2006 Firefighters' Pension Schemes.

## Treasury Management, Borrowing and Investment

The Fire Authority's Treasury Management Strategy for 2013/14, agreed in February 2013 was set against a continued background of market uncertainty and a prudent approach was taken with all investments on an overnight basis (on call) with selected banks and money market funds that met the Fire Authority's rating criteria. The emphasis continued to be on security (protection of the capital sum invested) and liquidity (keeping money readily available for expenditure when needed) rather than on yield (the interest earned). The strategy and limits were consistent with the approved capital programme and revenue budget. The strategy aimed to secure investment income of at least base rate plus 0.5% on the Fire Authority's general cash balances.

The amount of interest received on short term balances was £0.066m at an average rate of 0.37% (0.13% below the base rate which remained at a historically low level of 0.50% throughout the year). This reflects the Fire Authority's risk appetite and the reduction in rates available for overnight deposits with high quality banks as a result of general market conditions and the impact of the Government's funding for lending scheme. The Authority continued to invest with NatWest and Lloyds/HBOS which both reduced their rates in May 2013 (from 0.8% to 0.6% and from 1.0% to 0.4% respectively) and moved the balance of its funds from the Government's Debt Management Office to a number of highly rated cash money market funds in November 2013 which offered better returns on an overnight basis.

No new borrowing was undertaken in 2012/13, indeed the Authority has not had to externally borrow since 2007/08 as it has been determined that, where necessary, in the short term internal funds would be used to finance new capital investments. As at 31 March 2013, the total outstanding loan debt was £11.123m at an average interest rate of 4.6%.

## 2014-15 and beyond

The Fire Authority's budget for 2014/15 was set at £38.775m, a reduction of 0.8% over the previous year, and in light of the financial challenge facing the Authority in the future, Members agreed to raise Council Tax for the first time since 2010/11 by 1.94% to £83.45.

When the Authority reviewed its Medium Term Finance Plan in July 2013 it was in the context of a slow and inconsistent recovery in the UK economy and additional reductions in local government funding for 2014/15 and 2015/16 announced as part of the March 2013 Budget and SR13 in June 2013, on top of those already put in place as part of the Coalition Government's 2010 Comprehensive Spending Review and the on-going deficit reduction strategy. At the same time the Authority faced a number of pressures on its spending, especially in relation to pensions as a result of the Norman vs Cheshire judgement which made certain allowances paid to firefighters pensionable, the implementation of a modified pension scheme for Retained Duty Firefighters and the impact of the single state pension on National Insurance rebates in 2016. There also continued to be uncertainty about the short and medium term impact of significant changes in local authority funding (localisation of Council Tax Support Grant and the localisation of business rates) which were put in place in 2013/14. As a result the Authority identified the need to make savings of £7.1m or 18.2% of its revenue budget in the five year period from 2014/15 to 2018/19 in addition to savings of £1.3m already agreed for 2014/15.

By the time the Authority considered its final budget proposals in February 2014 the outlook for the UK economy was looking more positive with both the Office for Budget Responsibility and the Bank of England revising their growth forecasts upwards to between 2-3% over the next three years. However the return to economic growth has not heralded a more positive prognosis for public finances with most experts seeing little prospect of any change in deficit reduction policies until 2020 whatever the outcome of the national election in May 2015. The Local Government Finance Settlement confirmed that core revenue support grant would be reduced by £1.144m or 11.2% in 2014/15 and indicated a further reduction of £1.504m or 16.6% for 2015/16. Overall funding from government (which also includes business rates top up grant and various transitional grants) will reduce by 17.6% over the two year period and we expect it to continue to fall by 10% each year from 2016/17 to 2018/19.

As part of the budget plans for 2014/15 the Authority agreed Phase 1 of a programme of operational savings and a range of non-operational savings totalling £2.023m (which we estimate will rise to £4.420m by 2018/19). These savings, along with other changes to our spending plans and sources of funding, including an increase in Council Tax, allowed us to set a balanced budget for 2014/15 but we still need to find another £2.4m of savings by 2018/19. In June 2014, following public consultation, Members agreed proposals for Phase 2 of our operational savings programme which we estimate could deliver up to a further



## ***Explanatory Foreword by the Treasurer***

£1.6m of savings by 2018/19. Work to develop Phase 3 proposals is underway and will include exploring further opportunities for collaborating and sharing services with other public bodies and ways in which we can use our Community Interest Company, Sussex Safety Solutions Ltd to reduce costs / generate income. This follows the successful launch of the new Sussex Control Centre (which this Authority runs on behalf of both services) which we expect to save £0.950m each year across East and West Sussex Fire Services and our involvement in a successful bid to the Government's Transformation Challenge Fund with a number of other south east authorities. We will continue to work closely with other local authorities in East Sussex to protect our income from both business rates and council tax with projects on single persons discount and reviews of empty homes. We are also exploring the potential for an application to Government to pool business rates with the aim of retaining more income locally to support economic development.

Local authorities in the United Kingdom will continue to keep their accounts in accordance with 'proper practices'. IFRS are International Financial Reporting Standards, and are accounting standards issued by the International Accounting Standards Board (IASB). CIPFA/LASAAC continue to considered future changes to IFRS for local government and welcomes the further adoption of IFRS, as it reinforces the drive to improve financial reporting and enhance accountability for public money.

### ***The Fire Authority's Stewardship, Responsibilities and Financial Management Policies***

The Fire Authority deals with considerable sums of public money. The Fire Authority's Financial Regulations provide the framework within which financial control is operated. To conduct its business efficiently, a Fire Authority needs to ensure that it has sound financial management and procedures in place to which they are strictly adhered. Strict compliance with these policies ensures that the Fire Authority's policy objectives are pursued in a prudent and efficient way. These Financial Regulations provide clarity about the accountabilities of individuals: Members; the Chief Executive and Chief Fire Officer; the Monitoring Officer; the Treasurer; and other senior officers.

These Financial Regulations link with other internal regulatory documents forming part of the Fire Authority's Constitution, including Standing Orders, the Scheme of Delegation, Codes of Conduct and other corporate strategies. This Statement of Accounts is part of that stewardship process, part of the process for being publicly accountable for public money.

The Annual Governance Statement which is included in this Statement of Accounts covers more than just financial matters and is set out in full on pages 12 to 13.

Our financial framework relies upon the quality of the financial systems of the Fire Authority. There is a commitment continually to improve these systems and processes for example through the current programme of budget delegation.

### ***The Audit Opinion***

As can be seen from the Audit Opinion and Certificate on pages 10 to 11 the Auditor is satisfied with these accounts.

**Duncan Savage**

Treasurer

18 September 2014

# Statement of Responsibilities for the Statement of Accounts

## The Authority's Responsibilities

The Authority is required to:

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

## The Treasurer's Responsibilities

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

In preparing this Statement of Accounts, the Treasurer has:

- selected suitable accounting policies and then applied them consistently
- made judgements and estimates that were reasonable and prudent
- complied with the local authority Code.

The Treasurer has also:

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

## Treasurer's Certificate

I certify that the Statement of Accounts presents a true and fair view of the financial position of the East Sussex Fire Authority as at 31 March 2014 and its income and expenditure for the year ended. These financial statements replace the unaudited financial statements authorised for issue on the 30 June 2014.

**Duncan Savage**

Treasurer  
18 September 2014

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF EAST SUSSEX FIRE AUTHORITY**

### **Opinion on the Authority financial statements**

We have audited the financial statements of East Sussex Fire Authority for the year ended 31 March 2014 under the Audit Commission Act 1998. The financial statements comprise the Movement in Reserves Statement, the Comprehensive Income and Expenditure Statement, the Balance Sheet, the Cash Flow Statement and the related notes 1 to 39 and include the firefighters' pension fund financial statements comprising the Fund Account, the Net Assets Statement and the related notes 1 to 3. The financial reporting framework that has been applied in their preparation is applicable law and the CIPFAS/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2013/14.

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

### **Respective responsibilities of the Treasurer and auditor**

As explained more fully in the Statement of the Treasurer's Responsibilities set out on page 9, the Treasurer is responsible for the preparation of the Authority's financial statements in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom, and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Authority's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Treasurer; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Statement of Accounts 2013/14 to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

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

### **Opinion on other matters**

In our opinion, the information given in the Statement of Accounts 2013/14 for the financial year for which the financial statements are prepared is consistent with the financial statements.

### **Matters on which we report by exception**

We report to you if:

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

We have nothing to report in these respects.

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

### ***Respective responsibilities of the Authority and the auditor***

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

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

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

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

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

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

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

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

### ***Conclusion***

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

### ***Certificate***

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

**Paul King**

Director

for and on behalf of Ernst & Young LLP, Appointed Auditor

Southampton

18 September 2014

## Annual Governance Statement for the year ended 31 March 2014

### 1. Scope of responsibility

East Sussex Fire Authority (the Authority) is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. The Authority also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. In discharging this overall responsibility, the Authority is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which includes arrangements for the management of risk. To this end the Authority has approved and adopted a local code of corporate governance, which is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government. A copy of the Authority's code is on our website at [http://www.esfrs.org/document/pdf/fa/membersHandbook/section\\_H09.pdf](http://www.esfrs.org/document/pdf/fa/membersHandbook/section_H09.pdf) or can be obtained from [fireauthorityclerk@esfrs.org](mailto:fireauthorityclerk@esfrs.org). This statement explains how the Authority has complied with the code and also meets the requirements of Accounts and Audit (England) Regulations 2011, regulation 4(3), which requires all relevant bodies to prepare an annual governance statement.

### 2. The purpose of the governance framework

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

The system of internal control is a significant part of that framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk of failure to achieve policies, aims and objectives and can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of the Authority's policies, aims and objectives, to evaluate the likelihood and potential impact of those risks being realised, and to manage them efficiently, effectively and economically.

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

### 3. The governance framework

The key elements that comprise the Authority's governance arrangements are set out in the local code of corporate governance and they include:

- an Annual Plan that sets out our vision for the community and the outcomes we intend to achieve;
- an established service planning process including the development of the medium term finance plan;
- a business planning and performance management framework which includes setting clear objectives and targets;
- regular reporting of performance against the Authority's key performance indicators, as set out in the Annual Plan, to officers and Members;
- established budgeting systems, clear budget management guidance and regular reporting of financial performance against budget forecasts to officers and Members;
- clear arrangements for the discharge of the statutory functions of the Head of Paid Service, Monitoring Officer and Treasurer;
- compliance with the Chartered Institute of Public Finance and Accountancy's Statement on the Role of the Chief Finance Officer;
- clear arrangements for decision making, scrutiny and the delegation of powers to officers and Members;
- codes of conduct for Members and employees which set out clear expectations for standards of behaviour;
- a clear framework for financial governance based on Contract Standing Orders and Financial Regulations;
- a risk management strategy and risk management framework, which takes account of both strategic and operational risks and ensures that they are appropriately managed and controlled;
- Member Panels with clear responsibilities for governance, audit and standards
- established arrangements for dealing with complaints and whistle-blowing, and combating fraud and corruption;
- schemes for identifying the development needs of Members and officers, supported by appropriate training;
- a strategy for communicating and consulting with the people of East Sussex and Brighton and Hove and our key stakeholders;
- clear guidance that promotes good governance in our partnership working;
- a range of policies and processes designed to ensure best practice and legal compliance for personnel matters, ICT security, access to information, data protection and project management.

### 4. Review of effectiveness

The Authority has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by:

- the work of Members through the Fire Authority and its Panels including Policy and Resources and Scrutiny and Audit;

- the work of senior officers and managers within East Sussex Fire & Rescue Service, who have primary responsibility for the development and maintenance of the internal control environment;
- the work of the Monitoring Officer and the Treasurer
- the risk management arrangements, including the maintenance and regular review of corporate risks by the Corporate Management Team and Scrutiny & Audit Panel;
- the work of the internal audit service including their individual reports, and overall annual report and opinion;
- the external auditors in their audit annual letter and annual governance report;
- the judgements of external inspection and statutory bodies and the Operational Assurance Peer Review.

## 5. Assurance and significant governance issues

No assurance can ever be absolute; however this statement seeks to provide a reasonable assurance that there are no significant weaknesses in the Authority's governance arrangements. On the basis of the review of the sources of assurance set out in this statement, we are satisfied that the Authority has in place governance arrangements and a satisfactory system of internal control, both of which are fit for purpose and operating effectively.

As part of our review we have not identified any gaps in assurance over key risks or significant governance issues.

Both governance and internal control arrangements must be kept under review to ensure that they continue to operate effectively and meet changing legislative needs, reflect best practice and our vision of achieving safer and more sustainable communities.

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

- Ensure effective arrangements are in place to deliver the Authority's transformation agenda and savings plan (Chief Fire Officer & Chief Executive)
- Review the effectiveness of the Authority's Anti-Fraud and Corruption and Whistleblowing policies (Treasurer / Deputy Monitoring Officer)
- To clarify and review the Authority's key governance policies and produce a new Constitution to replace the Members Handbook (Assistant Chief Officer POD / Deputy Monitoring Officer)
- Carry out an assessment of the effectiveness of the audit functions of the Scrutiny and Audit Panel against the best practice guidance issued by CIPFA (Assistant Chief Officer POD / Treasurer)
- Implement the new Procurement Strategy and Improvement Plan (Head of Finance & Procurement)
- To secure improvements in the Authority's IMD arrangements through its new Strategy and determine new service delivery arrangements (Assistant Chief Fire Officer)
- Continue to improve the Authority's risk management arrangements (Treasurer)
- Develop an action plan to address the issues identified in the recent liP assessment (Assistant Chief Officer POD) and the Operational Assurance Peer Review (Deputy Chief Fire Officer)
- Achieve improvements in sickness absence (Director of Response & Resilience and Head of Human Resources))
- Strengthen arrangements for the management of declarations of conflict of interest and gifts / hospitality (Assistant Chief Officer POD / Deputy Monitoring Officer / Treasurer)

**Councillor Carolyn Lambert**  
Chair, Scrutiny and Audit Panel

**Des Prichard**  
Chief Fire Officer and Chief Executive

18 September 2014

## Movement in Reserves Statement

This statement shows the movement in the year on the different reserves held by the Fire Authority, analysed into 'usable reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other reserves. The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the authority's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund Balance for council tax setting purposes. The Net Increase /Decrease before Transfers to Earmarked Reserves line shows the statutory General Fund Balance before any discretionary transfers to or from earmarked reserves undertaken by the Authority.

	General Fund Balance	Capital Receipts Reserve	Earmarked reserves	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Reserves
	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2012 carried forward</b>	<b>4,093</b>	<b>1,702</b>	<b>3,517</b>	<b>-</b>	<b>9,312</b>	<b>(218,906)</b>	<b>(209,594)</b>
<b>Movement in Reserves during 2012/13</b>							
Surplus or (deficit) on provision of services	(9,845)	-	-	-	(9,845)	-	(9,845)
Other Comprehensive Income and Expenditure	-	-	-	-	-	(29,720)	(29,720)
<b>Total Comprehensive Income and Expenditure</b>	<b>(9,845)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(9,845)</b>	<b>(29,720)</b>	<b>(39,565)</b>
Adjustments between accounting basis & funding basis under regulations (Note 7)	12,051	-	-	-	12,051	(12,051)	-
<b>Net Increase/(Decrease) before Transfers to Earmarked Reserves</b>	<b>2,206</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,206</b>	<b>(41,771)</b>	<b>(39,565)</b>
Transfers to/(from) Earmarked Reserves (Note 8)	(2,747)	-	2,747	-	-	-	-
<b>Increase/(Decrease) in Year</b>	<b>(541)</b>	<b>-</b>	<b>2,747</b>	<b>-</b>	<b>2,206</b>	<b>(41,771)</b>	<b>(39,565)</b>
<b>Balance at 31 March 2013</b>	<b>3,552</b>	<b>1,702</b>	<b>6,264</b>	<b>-</b>	<b>11,518</b>	<b>(260,677)</b>	<b>(249,159)</b>

## Movement in Reserves Statement

	General Fund Balance	Capital Receipts Reserve	Earmarked reserves	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Reserves
	£000	£000	£000	£000	£000	£000	£000
<b>Balance at 31 March 2013 carried forward</b>	<b>3,552</b>	<b>1,702</b>	<b>6,264</b>	<b>-</b>	<b>11,518</b>	<b>(260,677)</b>	<b>(249,159)</b>
<b>Movement in Reserves during 2013/14</b>							
Surplus or (deficit) on provision of services	(13,004)	-	-	-	(13,004)	-	(13,004)
Other Comprehensive Income and Expenditure	-	-	-	-	-	(21,402)	(21,402)
<b>Total Comprehensive Income and Expenditure</b>	<b>(13,004)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(13,004)</b>	<b>(21,402)</b>	<b>(34,406)</b>
Adjustments between accounting basis & funding basis under regulations (Note 7)	14,382	937	-	-	15,319	(15,319)	-
<b>Net Increase/(Decrease) before Transfers to Earmarked Reserves</b>	<b>1,378</b>	<b>937</b>	<b>-</b>	<b>-</b>	<b>2,315</b>	<b>(36,721)</b>	<b>(34,406)</b>
Transfers to/(from) Earmarked Reserves (Note 8)	(1,177)	-	1,177	-	-	-	-
<b>Increase/(Decrease) in Year</b>	<b>201</b>	<b>937</b>	<b>1,177</b>	<b>-</b>	<b>2,315</b>	<b>(36,721)</b>	<b>(34,406)</b>
<b>Balance at 31 March 2014</b>	<b>3,753</b>	<b>2,639</b>	<b>7,441</b>	<b>-</b>	<b>13,833</b>	<b>(297,398)</b>	<b>(283,565)</b>



# Comprehensive Income and Expenditure Statement

The Comprehensive Income and Expenditure Statement shows the Fire Authority's actual financial performance for the year in accordance with proper accounting practices. It summarises the resources that have been generated and consumed in providing the functions for which the Authority is responsible, and demonstrates how the cost has been financed from general government grants and income from local taxpayers. The taxation position is shown in the Movement in Reserves Statement.

2012/13			2013/14			
Gross Expenditure £000	Gross Income £000	Net Expenditure £000		Gross Expenditure £000	Gross Income £000	Net Expenditure £000
2,503	(93)	2,410	Community Fire Safety	2,768	(82)	2,686
36,492	(818)	35,674	Fire Fighting and Rescue Operations	39,903	(3,098)	36,805
			Central services:			
701	-	701	Corporate and Democratic Core	757	-	757
269	-	269	Non Distributed Costs (Note 5)	16	-	16
<b>39,965</b>	<b>(911)</b>	<b>39,054</b>	<b>Cost of Services</b>	<b>43,444</b>	<b>(3,180)</b>	<b>40,264</b>
		16	Other operating expenditure (Note 9)			(164)
		12,401	Financing and investment income and expenditure (Note 10)			13,805
		(41,626)	Taxation and non-specific grant income (Note 11)			(40,901)
		<b>9,845</b>	<b>(Surplus) or Deficit on Provision of Services</b>			<b>13,004</b>
		(1,273)	(Surplus) or deficit on revaluation of Property, Plant and Equipment assets (Note 12)			(759)
		30,993	Actuarial (gains) / losses on pension liabilities (Note 21)			22,161
		<b>29,720</b>	<b>Other Comprehensive Income and Expenditure</b>			<b>21,402</b>
		<b>39,565</b>	<b>Total Comprehensive Income and Expenditure</b>			<b>34,406</b>

## Balance Sheet

The Fire Authority Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Authority. The net assets of the Authority (assets less liabilities) are matched by the reserves held by the Authority. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Authority may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use. The second category of reserves is those that the authority is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses and reserves that hold timing differences shown in the Movement in Reserves Statement line 'Adjustments between accounting basis and funding basis under regulations'

<b>31 March 2013 £000</b>		<b>Notes</b>	<b>31 March 2014 £000</b>
45,852	Property, Plant & Equipment	12	46,387
<b>45,852</b>	<b>Long Term Assets</b>		<b>46,387</b>
9,404	Short Term Investments	13	11,165
169	Assets Held for Sale	17	-
1,062	Payments in Advance	15	694
50	Inventories	14	43
1,336	Short Term Debtors	15	3,817
3,851	Cash and Cash Equivalents	16	3,633
<b>15,872</b>	<b>Current Assets</b>		<b>19,352</b>
(3,484)	Short Term Creditors	18	(5,004)
-	Provisions	19	(115)
<b>(3,484)</b>	<b>Current Liabilities</b>		<b>(5,119)</b>
(296,276)	Liabilities related to defined benefit pension schemes	36	(333,062)
(11,123)	Long Term Borrowing	13	(11,123)
<b>(307,399)</b>	<b>Long Term Liabilities</b>		<b>(344,185)</b>
<b>(249,159)</b>	<b>Net Assets</b>		<b>(283,565)</b>
11,518	Usable Reserves	20	13,833
(260,677)	Unusable Reserves	21	(297,398)
<b>(249,159)</b>	<b>Total Reserves</b>		<b>(283,565)</b>

I certify that this Statement of Accounts provides a true and fair view of the financial position of the Fire Authority as at 31 March 2014 and its Comprehensive Income and Expenditure Statement for the year then ended. These financial statements replace the unaudited financial statements authorised for issue on the 30 June 2014.

**Duncan Savage**

Treasurer

18 September 2014

The statement was approved by the Scrutiny and Audit Panel on 18 September 2014.

## Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Fire Authority during the reporting period. The statement shows how the Authority 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 Authority are funded by way of taxation and grant income or from the recipients of services provided by the Authority. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Authority'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 Authority.

<b>2012/13</b>		<b>2013/14</b>
<b>£000</b>		<b>£000</b>
9,845	Net (surplus) or deficit on the provision of services	13,004
(15,504)	Adjustments to net surplus or deficit on the provision of services for non-cash movements (Note 22)	(17,619)
1,437	Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities (Note 22)	2,503
(4,222)	Net cash flows from Operating Activities	(2,112)
1,649	Investing Activities (Note 23)	2,026
739	Financing Activities (Note 24)	304
(1,834)	Net (increase) or decrease in cash and cash equivalents	218
<b>2,017</b>	Cash and cash equivalents at the beginning of the reporting period	<b>3,851</b>
<b>3,851</b>	<b>Cash and cash equivalents at the end of the reporting period (Note 16)</b>	<b>3,633</b>

# Notes to the Accounting Statements

## Authorisation of Statement of Accounts & Prior Period Adjustments

Authorisation of Statement of Accounts – These accounts were authorised for issue by Duncan Savage, Treasurer, and the Statement of Accounts (approved on xx September 2014) is published with an audit opinion.

### 1. Accounting Policies

#### i. General

The Chartered Institute of Public Finance and Accountancy (CIPFA) provide legally binding guidance on local authority accounting. The Statement of Accounts summarises the Authority's transactions for the 2013/14 financial year and its position at the year-end of 31 March 2014. The Authority is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2011, in accordance with proper accounting practices. These practices primarily comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 and the *Service Reporting Code of Practice 2013/14*, supported by International Financial Reporting Standards (IFRS), statutory guidance issued under section 12 of the 2003 Act, and Accounts and Audit (England) Regulations 2011. The accounting convention adopted for the Authority's Accounting Statements is principally historical cost, modified by the revaluation of certain categories of non-current assets and financial instruments.

The Authority regularly reviews its accounting policies to ensure that they remain the most appropriate, giving due weight to the impact that a change in accounting policy would have on comparability between periods. In accordance with the Code, the Authority has disclosed the expected impact of new accounting standards that have been issued but not yet adopted.

#### ii. Accruals of Income and Expenditure

The accounts of the Authority are prepared on an accruals basis. Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

- Revenue from the sale of goods is recognised when the Authority transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Authority.
- Revenue from the provision of services is recognised when the Authority can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Authority.
- 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. Debtors and Creditors

We record all material transactions on the basis of income and expenditure. In order to achieve this we account for actual or estimated debtors and creditors at the end of the year, except in two cases:

- Charges for utilities (gas, electricity and telephones) are not accrued, so long as the Authority has paid for a full twelve months during each financial year;
- Accruals are generally not raised where amounts are immaterial, although managers' discretion may be used. This exception has no material effect on the financial statements.

Lump sum payments relating to redundancy cases are accounted for in the period when the related decision was taken.

#### iv. Cash and Cash Equivalents

Cash is represented by cash in hand and deposits held by the Authority as part of its normal cash management including all deposit accounts with financial institutions repayable without penalty on notice of not more than 24 hours. Cash Equivalents are generally defined as short-term, highly liquid investments that are readily convertible to cash. They are held for short term cash flow requirements rather than for investment gain and have an insignificant risk of a change in their value.

## Notes to the Accounting Statements

The Authority defines cash equivalents as any investment that could be recalled the same day without penalty and include call accounts, money market funds and instant deposits. However the Authority uses these products for both short term cash flow requirements and investment gain purposes. The Authority therefore defines only its call account with its own banker (NatWest) as a cash equivalent used for short term cash flow requirements. 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 Authority's cash management.

**Short Term Investments** - Short Term Investments are those investments that are not classified as a cash equivalent as they are held for investment gain purposes. The Authority's annual Treasury Management Strategy sets out the type of investments that meet its security, liquidity and yield criteria.

### v. Exceptional Items

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

### vi. 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 Authority'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.

### vii. Charges to Revenue and Non-Current Assets

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

- Depreciation is provided for on all assets used by the relevant service with a determinable finite life (except for investment properties, assets under construction and community assets), by allocating the value of the asset in the Balance Sheet over the periods expected to benefit from their use.
- Revaluation and impairment losses on tangible Property, Plant and Equipment assets used by the service where there are no accumulated gains in the Revaluation Reserve against which they can be written off.
- Amortisation of intangible fixed assets attributable to the service.

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

### viii. Employee Benefits

Employee benefits are accounted for in accordance with the Code's interpretation of IAS 19 – Employee Benefits. This standard covers both benefits payable during and after employment.

#### Benefits Payable During Employment

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

#### Termination Benefits

Termination benefits are amounts payable as a result of a decision by the Authority to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy. These costs are charged on an accruals

## Notes to the Accounting Statements

basis to the appropriate service line in the Comprehensive Income and Expenditure Statement when the Authority is demonstrably committed to the termination of the employment of an officer or group of officers or making an offer to encourage voluntary redundancy.

Where termination benefits involve the enhancement of pensions, statutory provisions require the General Fund balance to be charged with the amount payable by the Authority 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

The Authority contributes to two different pension schemes that meet the needs of different groups of employees. The schemes are:

- The Firefighters Pension Scheme
- The Local Government Pension Scheme.

Both schemes provided defined benefits to members (retirement lump sums and pensions), earned as employees worked for the Authority.

### Firefighters' Pensions Scheme

Details of the Firefighters' Pension Scheme can be found on page 65.

### Local Government Pensions Scheme

Most other employees can join the Local Government Pension Scheme. East Sussex County Council administers the pension fund for all local authorities and other admitted bodies within the geographical area of East Sussex.

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

As per IAS 19/IAS 26, the liabilities of the pension scheme attributable to the Fire Authority are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projections of earnings for current employees.

In assessing liabilities for retirement benefits at 31 March 2013, the actuary assumed a discount rate of 4.5% nominal which is based on the rate of return at the accounting date on a high-quality corporate bond of equivalent currency and term to scheme liabilities. In assessing liabilities for retirement benefits at 31 March 2014, the actuary has advised that a rate of 4.3% nominal is appropriate.

The assets of the pension fund attributable to the Authority are included in the Balance Sheet at their fair value:

- quoted securities – current bid price;
- unquoted securities – professional estimate of fair value;
- unitised securities – current bid price;
- property – market value.

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

- current service cost – the increase in liabilities as a result of years of service earned this year – allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked
- past service cost – the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years – debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs
- interest cost – the expected increase in the present value of liabilities during the year as they move one year closer to being paid – debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- expected return on assets – the annual investment return on the fund assets attributable to the Authority, based on an average of the expected long-term return – credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- gains or losses on settlements and curtailments – the result of actions to relieve the Authority of liabilities or events that reduce the expected future service or accrual of benefits of employees – debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs
- 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 – debited to the Pensions Reserve

## Notes to the Accounting Statements

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

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

### ix. Events After the Balance Sheet Date

The accounts have taken into consideration any material event after the Balance Sheet date, which are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. Two types of events can be identified:

- Those that provide evidence of conditions that existed at the end of the reporting period for which the Authority shall adjust the amounts recognised in its financial statements or recognise items that were not previously recognised (adjusting events);
- Those that are indicative of conditions that arose after the at the end of 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.

### x. Financial Instruments

#### Financial Liabilities

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

For borrowings that the Authority 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 loans are replaced through restructuring, there are distinct accounting treatments, as follow:

- *Modification* – Gains and losses on the repurchase or early settlement of borrowing are credited and debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement in the year of repurchase/settlement. However, where repurchase has taken place as part of a restructuring of the loan portfolio that involves the modification or exchange of existing instruments, the premium or discount is respectively deducted from or added to the amortised cost of the new or modified loan and the write-down to the Comprehensive Income and Expenditure Statement is spread over the life of the loan by an adjustment to the effective interest rate.
- *Substantially Different* – 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 Authority has a policy of spreading the gain or loss over the term that was remaining on the loan against which the premium was payable or discount receivable when it was repaid. The reconciliation of amounts charged to the Comprehensive Income and Expenditure Statement to the net charge required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.
- *Early repayment of loans* – The accounting treatment for premiums and discounts arising on the early repayment of loans is largely dictated by the general principle that financial instruments are derecognised when the contracts that establish them come to an end. The amounts payable or receivable are cleared to the Comprehensive Income and Expenditure Statement upon extinguishment. In line with regulations and statutory guidance, the impact of premiums is spread over future financial years. These provisions are effected in the Movement in Reserves Statement on the General Fund Balance, after debits and credits have been made to the Comprehensive Income and Expenditure Statement. The adjustments made in the Movement in Reserves Statement are managed via the Financial Instruments Adjustment Account.

# Notes to the Accounting Statements

## Financial Assets

Loans and Receivables – assets that have fixed or determinable payments but are not quoted in an active market. Loans and receivables are recognised on the Balance Sheet when the Authority 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 all of the loans that the Authority has made, this means that the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest) and interest credited to the Comprehensive Income and Expenditure Statement is the amount receivable for the year in the loan agreement.

Where soft loans are made, a loss is recorded in the Comprehensive Income and Expenditure Statement (debited to the appropriate service line) for the present value of the interest that will be foregone over the life of the instrument, resulting in a lower amortised cost than the outstanding principal. Interest will be credited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement at a marginally higher effective rate of interest than the rate receivable, with the difference serving to increase the amortised cost of the loan in the Balance Sheet. Statutory provision require that the impact of soft loans on the General Fund Balance is the interest receivable for the financial year – the reconciliation of amounts debited and credited to the Comprehensive Income and Expenditure Statement to the net gain required against the General Fund Balance is managed by a transfer to or from the Financial Instruments Adjustment Account in the Movement in Reserves Statement.

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the asset is written down and a charge made to the relevant service (for receivables specific to that service) or the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The impairment loss is measured as the difference between the carrying amount and the present value of the revised future cash flows discounted at the asset's original effective interest rate.

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.

Where, the Authority entered into financial guarantees that are not required to be accounted for as financial instruments. These guarantees will be reflected in the Statement of Accounts to the extent that provisions might be required or a contingent liability note is needed under the policies set out in the section on Provisions, Contingent Liabilities and Contingent Assets.

## xi. Foreign Currency Transaction

Where the Authority has entered into a transaction denominated in a foreign currency, the transaction is converted into sterling at the exchange rate applicable on the date the transaction was effective. Where amounts in foreign currency are outstanding at the year-end, they are reconverted at the spot exchange rate at 31 March. Resulting gains or losses are recognised in the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement.

## xii. Government Grant and Contributions

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

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

Government grants and third party contributions and donations to the Authority are not credited to the Comprehensive Income and Expenditure Statement until conditions attached to the grant or contribution have been satisfied or there is reasonable assurance that they will be met. Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset acquired using the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as 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 (non-ringfenced 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.

## xiii. Intangible Assets

Expenditure on non-monetary assets that do not have physical substance but are controlled by the Authority 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 the intangible asset to the Authority.



## Notes to the Accounting Statements

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 Authority 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. Expenditure on the development of websites is not capitalised if the website is solely or primarily intended to promote or advertise the Authority'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 Authority can be determined by reference to an active market. In practice, no intangible asset held by the Authority meets this criterion, and they are therefore carried at amortised cost. The depreciable amount of an intangible asset is amortised over its useful life to the relevant service line(s) in the Comprehensive Income and Expenditure Statement. 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 line(s) 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 than £10,000) the Capital Receipts Reserve. Capital receipts (if more than the de-minimus level of £10,000) from the sale of assets are held in a reserve until they are required to finance capital expenditure.

### xiv. Interests in Companies and Other Entities

The investments in the Authority's accounts are shown at cost.

The Authority is of the opinion that it has no material interest in companies and other entities that have the nature of subsidiaries, associates and jointly controlled entities which would require it to produce Group Accounts alongside its own financial statements.

### xv. 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 latest invoice price.

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

### xvi. Investment Property

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

Investment properties are measured initially at cost and subsequently at fair value, based on the amount at which the asset could be exchanged between knowledgeable parties at arm's-length. 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.

### xvii. Jointly Controlled Operations and Jointly Controlled Assets

Jointly controlled operations are activities undertaken by the Authority in conjunction with other venturers that involve the use of the assets and resources of the venturers rather than the establishment of a separate entity. The Authority recognises on its Balance Sheet the assets that it controls and the liabilities that it incurs and debits and credits the Comprehensive Income and Expenditure Statement with the expenditure it incurs and the share of income it earns from the activity of the operation.

Jointly controlled assets are items of Property, Plant or Equipment that are jointly controlled by the Authority and other venturers, with the assets being used to obtain benefits for the venturers. The joint venture does not involve the establishment of a separate entity. The Authority accounts for only its share of the jointly controlled assets, the liabilities and expenses that it incurs on its own behalf or jointly with others in respect of its interest in the joint venture and income that it earns from the venture.

## xviii. Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property, plant or equipment from the lessor to the lessee. All other leases are classified as operating leases. Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification.

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

### 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 Authority 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 Authority at the end of the lease period).

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

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

### The Authority as Lessor

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

Lease rentals receivable are apportioned between:

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

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

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

## Notes to the Accounting Statements

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.

### xix. Overheads and Support Services

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

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

These two cost categories are defined in SeRCOP and accounted for as separate headings in the Comprehensive Income and Expenditure Statement, as part of Net Expenditure on Continuing Services.

### xx. Property, Plant and Equipment

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

#### Recognition

Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Authority 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.

We record as capital expenditure all transactions that involve the purchase of new Property, Plant and Equipment or expenditure that adds to their value. The purchase of furniture and equipment is treated as capital if it is associated with capital building works. Otherwise individual items of vehicles and equipment are treated as capital if the value is over £20,000. If the value is less than this sum we charge it to revenue.

#### 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, including the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located.

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

The cost of assets acquired other than by purchase is deemed to be its fair value, unless the acquisition does not have commercial substance (i.e. it will not lead to a variation in the cash flows of the Authority). 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 Authority.

Donated assets are measured initially at fair value. The difference between fair value and any consideration paid is credited to the Taxation and Non-Specific Grant Income line of the Comprehensive Income and Expenditure Statement, unless the donation has been made conditionally. 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 (EUUV)
- all other assets – fair value, determined as the amount that would be paid for the asset in its existing use (existing use value – EUUV).

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

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

## Notes to the Accounting Statements

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

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

- where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount of the asset is written down against that balance (up to the amount of the accumulated 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.

### Componentisation

Componentisation applies to Plant and Equipment assets from 1<sup>st</sup> April 2010 in relation to enhancement expenditure, acquisition expenditure and revaluations carried out as per the five year rolling programme. 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.

### Depreciation

Depreciation is provided for on all Property, Plant and Equipment assets and calculated on a straight-line basis over the expected life of the asset, on the difference between the book value and any estimated residual value. Depreciation is charged on all classes of assets, with the exception of land, community land assets, investment land, land awaiting disposal and assets under construction.

The Authority does not have a Housing Revenue Account (HRA) which accounts for the provision for housing accommodation, so all net assets employed by the Authority relate to the General Fund.

The life expectancies of the assets and the depreciation are calculated on the following bases:

Operational land	Not depreciated as an infinite life expectancy
Operational buildings	Individually assessed by valuers
Vehicles	Individually assessed on acquisition (usually up to 15 years)
IT equipment	Individually assessed on acquisition (usually up to 5 years)
Other plant, furniture and equipment	Individually assessed on acquisition (usually up to 20 years)
Intangible assets	Length of IT software licence agreement (if capitalised)
Investment properties	Individually assessed by valuers
Investment land	Not depreciated as an infinite life expectancy
Assets under construction	Not depreciated
Buildings awaiting disposal	Individually assessed by valuers
Land awaiting disposal	Not depreciated as an infinite life expectancy

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.

## Notes to the Accounting Statements

### 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 previously losses recognised in the Surplus or Deficit on 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 an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet (whether Property, Plant and Equipment or Assets Held for Sale) is written off to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal.

Receipts from disposals (if any) are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on disposal (i.e. netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal in excess of £10,000 are categorised as capital receipts. The written-off value of disposals is not a charge against council tax, as the cost of fixed 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.

### xxi. Provisions, Contingent Liabilities and Contingent Assets

#### Provisions

Provisions are made where an event has taken place that gives the Authority 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 Authority 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 Authority becomes aware of the obligation, and are measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

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

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

#### Contingent Liabilities

A contingent liability arises where an event has taken place that gives the Authority 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 Authority. 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.

#### Contingent Assets

A contingent asset arises where an event has taken place that gives the Authority a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Authority. Contingent assets are not recognised in the Balance Sheet but disclosed in a note to the accounts where it is probable that there will be an inflow of economic benefits or service potential.

# Notes to the Accounting Statements

## xxii. Reserves

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

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

## xxiii. 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 Authority has determined to meet the cost of this expenditure from existing capital resources or by borrowing, the cost of revenue expenditure funded from capital under statute is immediately charged to the revenue account for the appropriate service, and 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. In some cases, this is because we capitalise expenditure on schemes such as increasing access for the disabled: such expenditure is initially added to the asset value and then revalued to negate its effect. There are other circumstances where we account for capital expenditure as revenue expenditure funded from capital under statute rather than assets. This includes expenditure on assets not owned by the Authority, capital grants and on feasibility studies for schemes that may or may not take place.

In addition, the Government may direct the Authority to treat as capital expenditure items which would normally count as revenue. These would not result in an asset or an increase to the value of existing assets and are therefore treated as revenue expenditure funded from capital under statute.

## xxiv. Value Added Tax (VAT)

VAT paid by the Authority is only shown in the accounts as an amount recoverable from HM Customs and Revenue. VAT charged by the Authority to its customers is payable to Customs and Revenue, and is therefore shown only as a reduction of the net amount payable.

## xxv. Interest Charges

We show the accrued interest associated with a loan as part of the carrying value of the loan. Loans are included on the Balance Sheet at amortised cost based on the Effective Interest Rate (EIR) method.

Where no EIR calculation has been undertaken, the accrued interest will be charged to the Income and Expenditure Accounts and added to the value of the loan. This will increase the carrying value of the loan until such time the interest is paid.

## xxvi. Redemption of Debt

There is a legal requirement for the Authority to make an annual provision from revenue to contribute towards the reduction in its overall borrowing requirement of at least 4% of its total debt outstanding at the start of the year or an amount calculated on a prudent basis determined by the Authority in accordance with statutory guidance. This is not a cost to the Comprehensive Income & Expenditure Statement but is charged to the General Fund through the Movement in Reserve Statement.

## xxvii. Carbon Reduction Commitment (CRC)

Carbon Reduction Commitment (CRC) – This is a national scheme being introduced by central government to incentivise organisations within the public and private sectors to reduce their carbon emissions. The scheme focuses specifically on buildings and the carbon emissions attributable are based on the organisations' consumption of electricity, gas and fuel oil.

The CRC scheme has a de-minimis level for organisations of 6,000MWh per year of electricity, below which the scheme does not apply. The Fire Authority is currently below this threshold and therefore is not part of the scheme at this time.

## xxviii. Council Tax and Business Rates

Business rates and council tax are collected on behalf of the Authority on an agency basis by the five billing authorities in East Sussex: Eastbourne Borough Council, Hastings Borough Council, Lewes District Council, Rother District Council, Wealden District Council and Brighton & Hove City Council. The Authority as a precepting authority is required to show business rates and council tax income in the Comprehensive Income and Expenditure Statement on an accruals basis.

The difference between the income included in the Comprehensive Income and Expenditure Statement and the amount required by legislation 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 Authority is also required to recognise its share of arrears, bad debt allowances, overpayments, prepayments, cash and business rates appeal provision in its Balance Sheet.

# Notes to the Accounting Statements

## xxix. Heritage Assets

Heritage Assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Authority's accounting policies on property, plant, and equipment.

The carrying amounts of heritage assets are reviewed where there is evidence of impairment for heritage assets, e.g. where an item has suffered physical deterioration or breakage, or where doubts arise as to its authenticity. Any impairment is recognised and measured in accordance with the Authority's general policies on impairments.

## 2. Accounting Standards that have been issued but have not yet been adopted

The Code of Practice on Local Authority Accounting in the United Kingdom 2014/15 (the Code) will introduce several changes in accounting policies which will be required from 1 April 2014. The following changes are not considered to have a significant impact on the Statement of Accounts as demonstrated below:

- Group Accounts Suite of Standards
  - IFRS 10 Consolidated Financial Statements
  - IFRS 11 Joint Arrangements
  - IFRS 12 Disclosures of Interests in Other Entities
  - IAS 27 Separate Financial Statements (2011)
  - IAS 28 Investments in Associates and Joint Ventures (2011)
- IAS 32 *Financial Instruments: Presentation*
- IFRS 13 *Fair Value Measurement*
- IAS 1 *Presentation of Financial Statements* – (as amended in May 2011)

## 3. Critical Judgements in Applying Accounting Policies

In applying the accounting policies set out in Note 1, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. The critical judgements made in the Statement of Accounts are:

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

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

The financial statements contains estimates and assumptions about the future or events that are otherwise uncertain, which affect the application of policies and reported amounts of assets and liabilities, income and expenses. 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. This means that the Authority is required to make estimates and assumptions. Estimates and underlying assumptions are regularly reviewed. Any change to estimates is recognised in the period if the change affects only that period, or into future periods if it also affects future periods.

The items in the Fire Authority's Balance Sheet at 31 March 2014 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

Item and area of uncertainty	Effect if actual results differ from assumptions	Actions undertaken to reduce the area of uncertainty
<p><b>Useful lives of property, plant and equipment assets</b></p> <p>The Authority estimates the useful lives of property, plant and equipment based on the period over which the assets are expected to be available for use.</p> <p>However It is possible that future results of operations could be materially affected by changes in the estimates brought about by changes in factors mentioned above.</p> <p>The amounts and timing of recorded expenses for any period would be affected by changes in these factors and circumstances. A reduction in the estimated useful lives of the property, plant and equipment would increase the recorded expenses and decrease the</p>	<p>It is estimated that the annual depreciation charge would increase by £209,000 for every 1 year that useful lives had to be reduced.</p> <p>This amount is not considered to be material in relation to the recorded expenses and non current assets totals in the Statement of Accounts.</p>	<p>The estimated useful lives of property, plant and equipment are reviewed annually and are updated if expectations differ from previous estimates due to physical wear and tear, technical or commercial obsolescence and legal or other limits on the use of the relevant assets.</p> <p>The estimation of the useful lives of property, plant, and equipment are based on external technical evaluation and experience with similar assets.</p> <p>Valuations are undertaken by RICS Registered Valuers and prepared in accordance with RICS Valuation</p>

## Notes to the Accounting Statements

Item and area of uncertainty	Effect if actual results differ from assumptions	Actions undertaken to reduce the area of uncertainty
non-current assets.		Standards.
<p><b>Impairment/revaluation loss of property, plant and equipment assets</b></p> <p>The Authority has significant investments in property, plant and equipment.</p> <p>Changes in the circumstances or expectations of future performance of an individual asset may be an indicator that the asset is impaired, thus requiring the book value to be written down to its recoverable amount.</p> <p>Evaluating whether an asset is impaired requires a high degree of judgement and may depend to a large extent on the selection of key assumptions about the future used.</p>	<p>It is estimated that the revaluation losses would decrease by £76,000 for every 1% increase in the valuations carried out during 2013/14 under the five year rolling programme.</p> <p>This amount is not considered to be material in relation to the recorded expenses and non current assets totals in the Statement of Accounts.</p>	<p>Assets are assessed annually for impairment when facts and circumstances suggest that the carrying amount of the asset may exceed its recoverable amount.</p> <p>Valuations are undertaken by RICS Registered Valuers and prepared in accordance with RICS Valuation Standards.</p> <p>Impairments are reversed if the conditions for impairment are no longer present.</p>
<p><b>Pension Liability</b></p> <p>The Authority recognises and discloses its retirement benefit obligation in accordance with the measurement and presentational requirement of IAS 19 'Employee Benefits'.</p> <p>When estimating the present value of defined pension benefit obligations that represent a gross long-term liability in the balance sheet, and, indirectly, the period's net pension expense in the Comprehensive Income and Expenditure Statement, the actuaries make a number of critical assumptions affecting these estimates.</p> <p>Most notably, assumptions include a number of judgements and estimations in respect of the expected rate of return on assets, the real discount rate, the rate of increase in salaries, life expectancy, the annual rate of compensation increase and inflation assumptions have a direct and potentially material impact on the amounts presented.</p>	<p>It is estimated that:</p> <p>A £6,100,000 increase in the pension liability for the fire-fighters pension schemes would result if the real discount rate was to be decreased by 0.1%.</p> <p>A £4,456,000 increase in the pension liability for the local government pension scheme would result if the real discount rate was to be decreased by 0.5%.</p> <p>A £9,700,000 increase in the pension liability would result if member life expectancy was increased by 1 year.</p> <p>A £5,300,000 increase in the pension liability would result if the salary increase rate was increased by 0.5%.</p> <p>A £26,200,000 increase in the pension liability would result if the pension increase rate was increased by 0.5%.</p>	<p>The retirement benefit obligation is assessed annually by the schemes actuary in accordance with IAS 19 'Employee Benefits' and is updated if events have not coincided with the actuarial assumptions made for the last valuation or if the assumptions have changed.</p> <p>The assumptions are set based on advice from the schemes actuaries and experience. The key assumptions used are set out in Note 36.</p> <p>The actuarial methods and advice provided on assumptions used are carried out in accordance with the Pensions Technical Actuarial Standards.</p>

### 5. Material items of income and expense

The Comprehensive Income and Expenditure Statement includes a loss of £0.016m (£0.269m in 2012/13) under Non Distributed Costs for past service costs in relation to the Local Government and Firefighters' pension schemes.

There are no other material items of income or expense that are not already disclosed on the face of the Comprehensive Income and Expenditure Statement, which by their nature and amount of material items should be set out in a note.

### 6. Events after the Balance Sheet date

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



# Notes to the Accounting Statements

## 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 Authority in the year in accordance with proper accounting practice to the resources that are specified by statutory provisions as being available to the Authority to meet future capital and revenue expenditure.

2013/14	Usable Reserves				Movement in Unusable Reserves
	General Fund Balance	Capital Receipts Reserve	Earmarked reserves	Capital Grants Unapplied	
	£000	£000	£000	£000	£000
<b>Adjustments primarily involving the Capital Adjustment Account:</b>					
<b>Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:</b>					
Charges for depreciation and impairment of non-current assets	1,934	-	-	-	(1,934)
Revaluation losses on Property Plant and Equipment	53	-	-	-	(53)
Capital grants and contributions applied	(1,566)	-	-	-	1,566
Revenue expenditure funded from capital under statute	913	-	-	-	(913)
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	774	-	-	-	(774)
<b>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</b>					
Statutory provision for the financing of capital investment	(423)	-	-	-	423
Capital expenditure charged against the General Fund	(747)	-	-	-	747
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>					
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	-	-	-	-	-
Application of grants to capital financing transferred to the Capital Adjustment Account	-	-	-	-	-
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>					
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	(937)	937	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	-	-	-	-

## Notes to the Accounting Statements

### Adjustments primarily involving the Pensions Reserve:

Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see Note 36)	22,453	-	-	-	(22,453)
Employer's pensions contributions and direct payments to pensioners payable in the year	(7,828)	-	-	-	7,828

### Adjustments primarily involving the Collection Fund Adjustment Account:

Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	(192)	-	-	-	192
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Amount by which business rates income credited to the Comprehensive Income and Expenditure Statement is different from business rates income calculated for the year in accordance with statutory requirements	(59)	-	-	-	59
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### Adjustment primarily involving the Accumulated Absences Account:

Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	7	-	-	-	(7)
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<b>Total Adjustments</b>	<b>14,382</b>	<b>937</b>	<b>-</b>	<b>-</b>	<b>(15,319)</b>
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2012/13

### Usable Reserves

General Fund Balance	Capital Receipts Reserve	Earmarked reserves	Capital Grants Unapplied	Movement in Unusable Reserves
£000	£000	£000	£000	£000

### Adjustments primarily involving the Capital Adjustment Account:

#### Reversal of items debited or credited to the Comprehensive Income and Expenditure Statement:

Charges for depreciation and impairment of non-current assets	2,198	-	-	-	(2,198)
Revaluation losses on Property Plant and Equipment	1,197	-	-	-	(1,197)
Capital grants and contributions applied	(1,437)	-	-	-	1,437

## Notes to the Accounting Statements

Revenue expenditure funded from capital under statute	-	-	-	-	-
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	411	-	-	-	(411)
<b>Insertion of items not debited or credited to the Comprehensive Income and Expenditure Statement:</b>					
Statutory provision for the financing of capital investment	(999)	-	-	-	999
Capital expenditure charged against the General Fund	(630)	-	-	-	630
<b>Adjustments primarily involving the Capital Grants Unapplied Account:</b>					
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	-	-	-	-	-
Application of grants to capital financing transferred to the Capital Adjustment Account	-	-	-	-	-
<b>Adjustments primarily involving the Capital Receipts Reserve:</b>					
Transfer of cash sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	-	-	-	-	-
Use of the Capital Receipts Reserve to finance new capital expenditure	-	-	-	-	-
<b>Adjustments primarily involving the Pensions Reserve:</b>					
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (see Note 36)	19,750	-	-	-	(19,750)
Employer's pensions contributions and direct payments to pensioners payable in the year	(8,269)	-	-	-	8,269
<b>Adjustments primarily involving the Collection Fund Adjustment Account:</b>					
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	(160)	-	-	-	160
<b>Adjustment primarily involving the Accumulated Absences Account:</b>					
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	(10)	-	-	-	10
<b>Total Adjustments</b>	<b>12,051</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(12,051)</b>

## Notes to the Accounting Statements

### 8. Transfers to/from Earmarked Reserves

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

	Balance at 1 April 2012	Transfers Out 2012/13	Transfers In 2012/13	Balance at 31 March 2013	Transfers Out 2013/14	Transfers In 2013/14	Balance at 31 March 2014
	£000	£000	£000	£000	£000	£000	£000
Capital Programme	1,152	-	1,666	2,818	(747)	1,372	3,443
Other Earmarked	2,365	(1,087)	2,168	3,446	(200)	752	3,998
<b>Total</b>	<b>3,517</b>	<b>(1,087)</b>	<b>3,834</b>	<b>6,264</b>	<b>(947)</b>	<b>2,124</b>	<b>7,441</b>

Capital Programme To provide resources which may be used for capital spending in order to reduce the need for and consequent revenue cost of borrowing.

Other Earmarked Includes Improvement & Efficiency, Breathing Apparatus, Volunteers Scheme, Maritime Incident Response Group (MIRG), Insurance Fund, Community Fire Safety, Relocation Expenses for Staff Vacating Service Houses, Mapping Solution, Budget Carry Forward and SCC Connectivity.

### 9. Other Operating Expenditure

	31 March 2013	31 March 2014
	£000	£000
(Gains) / losses on the disposal of non-current assets	16	(164)
<b>Total</b>	<b>16</b>	<b>(164)</b>

### 10. Financing and Investment Income and Expenditure

	31 March 2013	31 March 2014
	£000	£000
Interest payable and similar charges	549	514
Pensions interest cost and expected return on pensions assets	11,943	13,357
Interest receivable and similar income	(91)	(66)
<b>Total</b>	<b>12,401</b>	<b>13,805</b>

### 11. Taxation and Non Specific Grant Income

	31 March 2013	31 March 2014
	£000	£000
Council tax income	24,944	21,953
Non domestic rates	14,226	6,789
Revenue support grant	276	10,249
Other revenue grants	743	344
Capital grants and contributions	1,437	1,566
<b>Total</b>	<b>41,626</b>	<b>40,901</b>

## Notes to the Accounting Statements

### 12. Property, Plant, and Equipment

Movements in 2013/14:	Other Land and Buildings £000	Vehicles, Plant, Furniture & Equipment £000	Assets Under Construction £000	Total Property, Plant and Equipment £000
<b>Cost or Valuation</b>				
<b>At 1 April 2013</b>	<b>39,908</b>	<b>14,695</b>	<b>554</b>	<b>55,157</b>
Additions	888	1,480	-	2,368
Revaluation increases recognised in the Revaluation Reserve	486	-	-	486
Revaluation decreases recognised in the Revaluation Reserve	(356)	-	-	(356)
Revaluation increases (reversal of previous losses) recognised in the deficit on the Provision of Services	21	-	-	21
Revaluation decreases recognised in the deficit on the Provision of Services	(633)	-	-	(633)
Transfers within PPE	(54)	608	(554)	-
Derecognition – disposals	(624)	(186)	-	(810)
Assets reclassified (to)/from Held for Sale	-	-	-	-
<b>At 31 March 2014</b>	<b>39,636</b>	<b>16,597</b>	<b>-</b>	<b>56,233</b>
<b>Accumulated Depreciation and Impairment</b>				
<b>At 1 April 2013</b>	<b>(1,929)</b>	<b>(7,376)</b>	<b>-</b>	<b>(9,305)</b>
Depreciation charge	(866)	(1,068)	-	(1,934)
Depreciation written out to the Revaluation Reserve	628	-	-	628
Revaluation losses recognised in the Surplus/Deficit on the Provision of Services	559	-	-	559
Revaluation increases (reversal of previous losses) recognised in the deficit on the Provision of Services	-	-	-	-
Assets reclassified (to)/from Held for Sale	-	-	-	-
Transfers within PPE	(2)	2	-	-
Derecognition – disposals	28	178	-	206
<b>At 31 March 2014</b>	<b>(1,582)</b>	<b>(8,264)</b>	<b>-</b>	<b>(9,846)</b>
<b>Net Book Value</b>				
<b>At 31 March 2014</b>	<b>38,054</b>	<b>8,333</b>	<b>-</b>	<b>46,387</b>
<b>At 31 March 2013</b>	<b>37,979</b>	<b>7,319</b>	<b>554</b>	<b>45,852</b>

## Notes to the Accounting Statements

Comparative Movements in 2012/13:	Other Land and Buildings	Vehicles, Plant, Furniture & Equipment	Assets Under Construction	Total Property, Plant and Equipment
	£000	£000	£000	£000
<b>Cost or Valuation</b>				
<b>At 1 April 2012</b>	<b>40,538</b>	<b>15,663</b>	<b>105</b>	<b>56,306</b>
Additions	1,249	888	449	2,586
Revaluation increases recognised in the Revaluation Reserve	1,305	-	-	1,305
Revaluation decreases recognised in the Revaluation Reserve	(431)	-	-	(431)
Revaluation increases (reversal of previous losses) recognised in the deficit on the Provision of Services	(2)	-	-	(2)
Revaluation decreases recognised in the deficit on the Provision of Services	(2,576)	-	-	(2,576)
Derecognition – disposals	-	(1,856)	-	(1,856)
Assets reclassified (to)/from Held for Sale	(175)	-	-	(175)
<b>At 31 March 2013</b>	<b>39,908</b>	<b>14,695</b>	<b>554</b>	<b>55,157</b>
<b>Accumulated Depreciation and Impairment</b>				
<b>At 1 April 2012</b>	<b>(2,760)</b>	<b>(7,578)</b>	<b>-</b>	<b>(10,338)</b>
Depreciation charge	(955)	(1,243)	-	(2,198)
Depreciation written out to the Revaluation Reserve	437	-	-	437
Revaluation losses recognised in the Surplus/Deficit on the Provision of Services	1,325	-	-	1,325
Revaluation increases (reversal of previous losses) recognised in the deficit on the Provision of Services	18	-	-	18
Assets reclassified (to)/from Held for Sale	6	-	-	6
Derecognition – disposals	-	1,445	-	1,445
<b>At 31 March 2013</b>	<b>(1,929)</b>	<b>(7,376)</b>	<b>-</b>	<b>(9,305)</b>
<b>Net Book Value</b>				
<b>At 31 March 2013</b>	<b>37,979</b>	<b>7,319</b>	<b>554</b>	<b>45,852</b>
<b>At 31 March 2012</b>	<b>37,778</b>	<b>8,085</b>	<b>105</b>	<b>45,968</b>

Intangible Assets represent purchased software licences and are valued at acquisition cost and written off over the period of the licence. The Authority has no intangible assets, trademarks, artistic originals or patents.

The Authority had no Infrastructure, Community or Surplus Assets at 31 March 2014.

Depreciation is calculated on a straight-line basis over the expected life of the asset, on the difference between the book value and any estimated residual value. Depreciation is charged on all classes of assets, with the exception of land, community land assets, investment land, land awaiting disposal and assets under construction.

# Notes to the Accounting Statements

## Capital Commitments

Over the four year period, 2014/15 to 2017/18, the Authority is planning to spend a gross capital expenditure of £11.050m. A large part of this, some £9.631m, is planned to be funded using specific resources such as government grants and external contributions, capital receipts and reserves.

The approved capital programme shows that in 2014/15 the Authority plans to spend £4.141m, of which £3.695 is supported by specific resources. Having adjusted for the actual outturn in 2013/14, slippage on projects and for provisions where there is no on-going commitment, the net commitment profiles for schemes in progress at 31 March 2014 are shown below:

2014/15	2015/16	2016/17	2017/18	Total (£m)
£5.237	2.140	2.518	1.155	£11.050

The Fire Authority had no assets under construction as at 31 March 2014 (one asset under construction for £0.554m at 31 March 2013).

## Valuation of Property, Plant and Equipment (PPE)

The Authority operates a policy of revaluing its Property, Plant and Equipment on a rolling 5-year basis, with the aim of revaluing all of its assets within this period. The Authority also reviews the asset register each year, and, if necessary adjusts the value of assets if significant impairment has been identified.

Freehold and leasehold properties regarded by the authority as operational, together with investment assets and assets awaiting disposal, are valued on the basis of open market value for the existing use or where this cannot be assessed because there was no market value, the depreciated replacement cost. This is in line with the Statement of Asset Valuation Practice and Guidance Notes of the Royal Institution of Chartered Surveyors. Buildings are depreciated in line with the estimated life expectancies of the assets.

Furniture, equipment, plant and machinery values were initially calculated either as an assessed proportion of the valuation of the buildings or, in the case of properties valued at open market value, as an assessed rate per square metre. Together with intangible assets, they are updated in line with capital expenditure, and depreciated in line with the estimated lives of the assets.

Infrastructure and community assets are not revalued. They were initially shown on the basis of outstanding loan debt at 1 April 1994. They are updated in line with capital expenditure and, in the case of infrastructure, depreciated in accordance with the expected life of the asset created or enhanced.

The following statement shows the progress of the Authority's rolling programme for the revaluation of land and buildings. The valuations are carried out by an external firm of valuers – Stiles, Harold, Williams (a member of Chartered Surveyors and Town Planners), on behalf of the Authority. The valuation dates are the gross cost as at 31 March in each year.

	Total PPE £000
Valued at historical cost	17,419
Valued at current value in:	
2013/14	10,865
2012/13	10,163
2011/12	6,544
2010/11	11,242
2009/10	-
<b>Total</b>	<b>56,233</b>

In the light of on-going economic recession, the Authority carried out a review for impairment of all fixed assets to determine the carrying amount of the fixed asset. This is to determine if there has been any diminution in the value of assets due to the current economic climate and to ensure that the accounts do not include values that are materially different following significant changes in asset values.

# Notes to the Accounting Statements

## 13. Financial Instruments

### Categories of Financial Instruments

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

	Long Term		Current	
	31 March 2013 £000	31 March 2014 £000	31 March 2013 £000	31 March 2014 £000
<b>Investments</b>				
Loans and receivables (principal amount)	-	-	9,400	11,160
Accrued interest	-	-	4	5
<b>Loans and receivables at amortised cost (1)</b>	-	-	<b>9,404</b>	<b>11,165</b>
Financial assets at fair value through profit and loss (2)	-	-	-	-
<b>Total investments</b>	-	-	<b>9,404</b>	<b>11,165</b>
<b>Cash and cash equivalents</b>	-	-	<b>3,851</b>	<b>3,633</b>
<b>Debtors</b>				
Loans and receivables	-	-	467	2,255
<b>Total debtors</b>	-	-	<b>467</b>	<b>2,255</b>
<b>Borrowings</b>				
Financial liabilities (principal amount)	(11,123)	(11,123)	-	-
Accrued Interest	-	-	(5)	-
<b>Financial liabilities at amortised cost (1)</b>	<b>(11,123)</b>	<b>(11,123)</b>	<b>(5)</b>	-
Financial liabilities at fair value through profit and loss (2)	-	-	-	-
<b>Total borrowings</b>	<b>(11,123)</b>	<b>(11,123)</b>	<b>(5)</b>	-
<b>Other Long Term Liabilities</b>				
PFI and finance lease liabilities	-	-	-	-
<b>Total other long term liabilities</b>	-	-	-	-
<b>Creditors</b>				
Financial liabilities at amortised cost	-	-	(2,178)	(3,490)
<b>Total creditors</b>	-	-	<b>(2,178)</b>	<b>(3,490)</b>

**Note 1** – Under accounting requirements the carrying value of the financial instrument value is shown in the balance sheet which includes the principal amount borrowed or lent and further adjustments for breakage costs or stepped interest loans (measured by an effective interest rate calculation) including accrued interest. Accrued interest is shown separately in current assets/liabilities where the payments/receipts are due within one year. The effective interest rate is effectively accrued interest receivable under the instrument, adjusted for the amortisation of any premiums or discounts reflected in the purchase price.

**Note 2** – Fair value has been measured by:

- Direct reference to published price quotations in an active market; and/or
- Estimating using a valuation technique.

### Valuation Assumptions

The interest rate at which the fair values of these soft loans have been recognised is arrived at by taking the authority's prevailing cost of borrowing for a comparable loan at the date of the advance and adding an allowance for the risk that the loan might not be repaid by the employees.

Where assets are identified as impaired because of a likelihood arising from a past event that payments due under the contract will not be made, the asset is written down and a charge made to the Comprehensive Income and Expenditure Statement.

Any gains and losses that arise on the derecognition of the asset are credited/debited to the Comprehensive Income and Expenditure Statement.



## Notes to the Accounting Statements

### Income, Expense, Gains and Losses

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

2013/14	Financial Liabilities measured at amortised cost	Financial Assets: Loans and receivables	Total
	£000	£000	£000
Interest expense	(514)	-	(514)
<b>Total expense in Surplus or Deficit on the Provision of Services</b>	<b>(514)</b>	<b>-</b>	<b>(514)</b>
Interest income	-	66	66
<b>Total income in Surplus or Deficit on the Provision of Services</b>	<b>-</b>	<b>66</b>	<b>66</b>
<b>Net gain/(loss) for the year</b>	<b>(514)</b>	<b>66</b>	<b>(448)</b>

2012/13	Financial Liabilities measured at amortised cost	Financial Assets: Loans and receivables	Total
	£000	£000	£000
Interest expense	(549)	-	(549)
<b>Total expense in Surplus or Deficit on the Provision of Services</b>	<b>(549)</b>	<b>-</b>	<b>(549)</b>
Interest income	-	91	91
<b>Total income in Surplus or Deficit on the Provision of Services</b>	<b>-</b>	<b>91</b>	<b>91</b>
<b>Net gain/(loss) for the year</b>	<b>(549)</b>	<b>91</b>	<b>(458)</b>

### *Fair Values of Assets and Liabilities carried at Amortised Cost*

Financial liabilities and financial assets represented by loans and receivables are carried on the balance sheet at amortised cost (in long term assets/liabilities with accrued interest in current assets/liabilities). 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 and other loans payable, borrowing/premature repayment rates (choose which one is being used) from the PWLB have been applied to provide the fair value under PWLB debt redemption procedures; For loans receivable prevailing benchmark market rates have been used to provide the fair value;
- no early repayment or impairment is recognised
- where an instrument will mature in the next 12 months, carrying amount is assumed to approximate to fair value
- the fair value of trade and other receivables is taken to be the invoiced or billed amount.

## Notes to the Accounting Statements

The fair values calculated are as follows:

	31 March 2013		31 March 2014	
	Carrying amount £000	Fair value £000	Carrying amount £000	Fair value £000
<b>Financial liabilities</b>				
PWLB Debt	(11,127)	(14,242)	(11,123)	(13,210)
Non-PWLB Debt	-	-	-	-
<b>Total Debt</b>	<b>(11,127)</b>	<b>(14,242)</b>	<b>(11,123)</b>	<b>(13,210)</b>
Short term borrowing	-	-	-	-
Short term creditors	(2,178)	(2,178)	(3,490)	(3,490)
<b>Total Financial Liabilities</b>	<b>(13,305)</b>	<b>(16,420)</b>	<b>(14,613)</b>	<b>(16,700)</b>
<b>Financial assets</b>				
Short term investments	9,404	9,404	11,165	11,165
Cash and cash equivalents	3,851	3,851	3,633	3,633
Short term debtors	467	467	2,255	2,255
<b>Total Financial Assets</b>	<b>13,722</b>	<b>13,722</b>	<b>17,053</b>	<b>17,053</b>

The fair value of the liabilities is higher than the carrying amount because the Authority's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than prevailing rates at the Balance Sheet date. This shows a notional future loss (based on economic conditions at 31 March 2014) arising from a commitment to pay interest to lenders above current market rates.

The fair value of the money market loans is the same as the carrying amount as they are all short term investments with a maturity of less than a year.

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

### 14. Inventories

	31/03/2013	31/03/2014
	£000	£000
<b>Balance outstanding at start of year</b>	<b>59</b>	<b>50</b>
Purchases	281	309
Recognised as an expense in the year	(290)	(316)
<b>Balance outstanding at year-end</b>	<b>50</b>	<b>43</b>

Stocks include diesel fuel and equipment.

### 15. Current and Long Term Debtors

	31 March 2013	31 March 2014
	£000	£000
<b>Current Debtors</b>		
Central government bodies	130	289
Other local authorities	1,114	3,440
NHS bodies	8	-
Public corporations and trading funds	4	6
Other entities and individuals	80	82
<b>Total</b>	<b>1,336</b>	<b>3,817</b>

There were no long term debtors as at 31 March 2014 or in the previous year.

There was an increase in other local authorities debtors of £2.326m primarily due to a capital grant debtor of £1.328m due from West Sussex County Council in relation to the Sussex Control Centre project.

**Allowance for Bad Debts** - Management specifically review all debts, and evaluate the adequacy of the allowance of bad debts of receivables. The Authority makes allowance for bad debts based on an assessment of the recoverability of receivables.

## Notes to the Accounting Statements

However, most categories of the Authority's debtors are not subject to substantial fluctuation and past experience are used within material limits to judge the percentages of each type of debt that will not eventually be recovered.

There was no change to the existing provision for bad debts in 2013/14 regarding general debtors.

However the Council Tax and NNDR arrears impairment allowance was decreased by £0.063m to £1.097m (from £1.160m in 2012/13).

Payments in advance decreased by £0.368m to £0.694m in 2013/14 (from £1.062m in 2012/13).

### 16. Cash and Cash Equivalents

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

	31 March 2013	31 March 2014	Movement
	£000	£000	£000
Cash in hand	86	50	(36)
Bank current accounts	4,270	3,755	(515)
Cash overdrawn	(505)	(172)	333
<b>Total Cash and Cash Equivalents</b>	<b>3,851</b>	<b>3,633</b>	<b>(218)</b>

### 17. Assets held for Sale

	Current 2012/13	2013/14
	£000	£000
<b>Balance outstanding at start of year</b>	-	169
<i>Assets newly classified as held for sale:</i>		
Property, Plant and Equipment	169	-
<i>Assets declassified as held of sale:</i>		
Assets sold	-	(169)
<b>Balance outstanding at year end</b>	<b>169</b>	<b>-</b>

### 18. Creditors

	31 March 2013	31 March 2014
	£000	£000
Central government bodies	955	856
Other local authorities	1,145	2,232
Public corporations and trading funds	12	5
Other entities and individuals	1,372	1,911
<b>Total</b>	<b>3,484</b>	<b>5,004</b>

There was an increase in other local authorities creditors of £1.087m primarily due to a capital creditor of £0.913m for West Sussex Shared Control Centre costs yet to be invoiced.

### 19. Provisions

Provisions are amounts set aside in the accounts for liabilities or losses which are certain or very likely to occur and for which a reliable estimate of the amount of the obligation can be made. The provision has been established for material liabilities of uncertain timing.

The Authority had a short term provision of £115k as at 31 March 2014 which relates to NNDR appeals (no provisions in the previous year).

# Notes to the Accounting Statements

## 20. Usable Reserves

Movements in the Authority's usable reserves are detailed in the Movement in Reserves Statement.

	31 March 2013	31 March 2014
	£000	£000
Usable Capital Receipts Reserve	1,702	2,639
Capital Grants & Contributions Unapplied	-	-
Earmarked Reserves	6,264	7,441
General Fund balances	3,552	3,753
<b>Total Usable Reserves</b>	<b>11,518</b>	<b>13,833</b>

### Capital Receipts Reserve

The Capital Receipts Reserve holds the gains recognised on the disposal of non-current assets until they are utilised to finance capital expenditure.

	2012/13	2013/14
	£000	£000
<b>Balance at 1 April</b>	<b>1,702</b>	<b>1,702</b>
Amounts receivable during the year	-	937
Amounts applied to finance new capital investment	-	-
Net Transfer to the Capital Receipts Reserve	-	937
<b>Balance at 31 March</b>	<b>1,702</b>	<b>2,639</b>

## 21. Unusable Reserves

	31 March 2013	31 March 2014
	£000	£000
Revaluation Reserve	7,318	7,819
Capital Adjustment Account	28,125	27,445
Financial Instruments Adjustment Account	-	-
Collection Fund Adjustment Account	255	506
Accumulated Absences Account	(99)	(106)
Pensions Reserve	(296,276)	(333,062)
<b>Total Unusable Reserves</b>	<b>(260,677)</b>	<b>(297,398)</b>

### Revaluation Reserve

The Revaluation Reserve contains the gains made by the Authority 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.

## Notes to the Accounting Statements

	2012/13		2013/14	
	£000	£000	£000	£000
<b>Balance at 1 April</b>		<b>6,195</b>		<b>7,318</b>
Upward revaluation of assets	1,650		1,136	
Downward revaluation of assets and impairment losses not charged to the Surplus/Deficit on the Provision of Services	(322)		(356)	
Reversal of previous years revaluation losses	(55)		(21)	
Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services		1,273		759
Difference between fair value depreciation and historical cost depreciation	(150)		(158)	
Accumulated gains on assets sold or scrapped	-		(100)	
Amount written off to the Capital Adjustment Account		(150)		(258)
<b>Balance at 31 March</b>		<b>7,318</b>		<b>7,819</b>

### Capital Adjustment Account

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

The Account contains accumulated gains and losses on Investment Properties and gains recognised on donated assets that have yet to be consumed by the Authority. The Account also contains revaluation gains accumulated on Property, Plant, and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.

	2012/13		2013/14	
	£000	£000	£000	£000
<b>Balance at 1 April</b>		<b>28,714</b>		<b>28,125</b>
<b>Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement:</b>				
Charges for depreciation and impairment of non-current assets	(2,197)		(1,934)	
Revaluation losses on Property, Plant and Equipment	(1,252)		(74)	
Revaluation loss reversals on Property, Plant and Equipment	55		21	
Amortisation of intangible assets	-		-	
Revenue expenditure funded from capital under statute	-		(913)	
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	(411)		(774)	
	<b>(3,805)</b>		<b>(3,674)</b>	
Adjusting amounts written out of the Revaluation Reserve	150		259	
Net written out amount of the cost of non-current assets consumed in the year	<b>(3,655)</b>		<b>(3,415)</b>	
<b>Capital financing applied in the year</b>				
Use of the Capital Receipts Reserve to finance new capital expenditure	-		-	
Capital grants and contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	1,437		1,566	
Application of grants to capital financing from the Capital Grants Unapplied Account	-		-	
Statutory provision for the financing of capital investment charged against the General Fund	999		423	
Capital expenditure charged against the General Fund	630		746	
	<b>3,066</b>		<b>2,735</b>	
<b>Balance at 31 March</b>		<b>28,125</b>		<b>27,445</b>

## Financial Instruments Adjustment Account

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

The Authority had no balances at 31 March 2014 or in the previous year.

## Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Authority 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 Authority makes employer's contributions to pension funds or eventually pay any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Authority 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.

	2012/13 £000	2013/14 £000
<b>Balance at 1 April</b>	<b>(253,802)</b>	<b>(296,276)</b>
Actuarial losses on pensions assets and liabilities	(30,993)	(22,161)
Reversal of items relating to retirement benefits credited to the Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(19,750)	(22,453)
Employer's pensions contributions and direct payments to pensioners payable in the year	8,269	7,828
<b>Balance at 31 March</b>	<b>(296,276)</b>	<b>(333,062)</b>

## Collection Fund Adjustment Account

The Collection Fund Adjustment Account manages the differences arising from the recognition of council tax and business rates income in the Comprehensive Income and Expenditure Statement as it falls due from council tax and business rate payers compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund. Council tax and business rates income is collected on behalf of the Fire Authority on an agency basis by the five billing authorities in East Sussex: Eastbourne Borough Council, Hastings Borough Council, Lewes District Council, Rother District Council, Wealden District Council and also Brighton & Hove City Council.

From 1 April 2009, the Fire Authority as a precepting authority is required to show Council Tax income in its Income and Expenditure Account on an accruals basis. The difference between the income included in the Income and Expenditure account and the amount required by legislation to be credited to the General Fund is taken to the Collection Fund Adjustment Account and included as a reconciling item in the Statement of Movement on the General Fund Balance.

	2012/13 £000	2013/14 £000
<b>Balance at 1 April</b>	<b>95</b>	<b>255</b>
Amount by which council tax income credited to the Comprehensive Income and Expenditure Statement is different from council tax income calculated for the year in accordance with statutory requirements	160	192
Amount by which business rates income credited to the Comprehensive Income and Expenditure Statement is different from business rates income calculated for the year in accordance with statutory requirements	-	59
<b>Balance at 31 March</b>	<b>255</b>	<b>506</b>

## Notes to the Accounting Statements

### Accumulated Absences Account

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

	2012/13 £000	2013/14 £000
<b>Balance at 1 April</b>	<b>(108)</b>	<b>(99)</b>
Settlement or cancellation of accrual made at the end of the preceding year	108	99
Amounts accrued at the end of the current year	(99)	(106)
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	9	(7)
<b>Balance at 31 March</b>	<b>(99)</b>	<b>(106)</b>

### 22. Cash Flow Statement - Operating Activities

Adjustments to net surplus or deficit on the provision of services for non-cash movements:

	2012/13 £000	2013/14 £000
Depreciation and Amortisation	(2,197)	(1,934)
Impairment and downward valuations	(1,197)	(53)
(Increase) / decrease in creditors	(409)	(1,602)
(Increase) / decrease in interest creditors	35	252
Increase / (decrease) in debtors	172	1,238
Increase / (decrease) in interest and dividend debtors	(7)	2
Increase / (decrease) in stock	(9)	(7)
Pension Liability	(11,481)	(14,625)
Contributions to / (from) provisions	-	(115)
Carrying amount of PPE, Investment Property and Intangible Assets sold	(411)	(775)
<b>Total Adjustment</b>	<b>(15,504)</b>	<b>(17,619)</b>

Adjustments for items included in the net surplus or deficit on the provision of services that are investing and financing activities:

	2012/13 £000	2013/14 £000
Capital Grants and Contributions credited to surplus/deficit on provision of services	1,437	1,566
Proceeds from the Sale of PPE, Investment Property and intangible assets	-	937
<b>Total Adjustment</b>	<b>1,437</b>	<b>2,503</b>

The cash flows for operating activities include the following items:

	2012/13 £000	2013/14 £000
Interest received	(98)	(64)
Interest paid	514	262

# Notes to the Accounting Statements

## 23. Cash Flow Statement – Investing Activities

	2012/13	2013/14
	£000	£000
Purchase of property, plant and equipment	2,586	2,368
Purchase of short-term and long-term investments	500	1,760
Proceeds from the sale of property, plant and equipment	-	(937)
Other receipts from investing activities	(1,437)	(1,165)
<b>Net cash flows from investing activities</b>	<b>1,649</b>	<b>2,026</b>

## 24. Cash Flow Statement – Financing Activities

The cash flows for financing activities, excluding interest paid and received, include the following items:

	2012/13	2013/14
	£000	£000
Cash payments for the reduction of the outstanding liabilities relating to finance leases and on-balance sheet PFI contracts	580	-
Appropriation to/from Collection Fund Adjustment Account	159	304
<b>Net cash flows from financing activities</b>	<b>739</b>	<b>304</b>

## 25. Amounts reported for resource allocation decisions

### East Sussex Fire Authority departments and responsibilities –

The Fire Authority is made up of 18 councillors, 12 who are nominated by East Sussex County Council and 6 who are nominated by Brighton & Hove City Council. They have legal responsibility to provide a Fire and Rescue Service for the whole of East Sussex and the City of Brighton & Hove. The Chief Fire Officer and Chief Executive reports to the Fire Authority which has ultimate responsibility for such things as deciding how many fire stations are needed, how many firefighters, how many fire appliances and how much money needs to be raised from local taxes to pay for the service.

East Sussex Fire and Rescue Service is managed by its board or Corporate Management Team (CMT) comprising four Principal Officers, three directors and the Treasurer (to 31 March 2014). The role of the Chief Fire Officer and Chief Executive is to deliver the strategic aims and objectives on behalf of the Fire Authority and is supported by CMT who deliver services to local communities, and the necessary support functions, through the following directorates: Service Delivery, Service Support, Corporate Services and People and Organisational Development. The team meet at least once a month to discuss strategic and policy issues and to monitor and determine service and financial plans into the future.

The four East Sussex Fire Authority directorates and their main responsibilities are:

- Service Delivery - operational response and resilience, new dimensions, community and legislative fire safety, and emergency planning
- Support Services - Health, Safety and Welfare, Engineering Services, Estates Management, Information Management and the Firelink and FiReControl projects;
- Corporate Services - business planning, financial planning and governance, strategic procurement development, support and review of performance and quality;
- People and Organisational Development - development of staff, focusing particularly on personal leadership, developing managerial capability and embedding core values.

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

- no charges are made in relation to capital expenditure (whereas depreciation, revaluation and impairment losses in excess of the balance on the Revaluation Reserve and amortisations are charged to services in the Comprehensive Income and Expenditure Statement)
- the cost of retirement benefits is based on cash flows (payment of employer's pensions contributions) rather than current service cost of benefits accrued in the year
- expenditure on some support services is budgeted for centrally and not charged to departments.



## Notes to the Accounting Statements

The income and expenditure of the Authority's principal departments recorded in the budget reports for the year is as follows:

<b>2013/14 Department Income and Expenditure</b>	<b>Corporate Services</b>	<b>Service Support</b>	<b>Service Delivery</b>	<b>People Organisation Development</b>	<b>Central</b>	<b>Total</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Fees, charges & other service income	(77)	(1,179)	(1,587)	(102)	(120)	(3,065)
Government grants	-	(136)	(45)	-	-	(181)
<b>Total Income</b>	<b>(77)</b>	<b>(1,315)</b>	<b>(1,632)</b>	<b>(102)</b>	<b>(120)</b>	<b>(3,246)</b>
Employee expenses	875	2,397	24,320	2,037	876	30,505
Other service expenses	1,537	4,904	1,446	658	2,632	11,177
<b>Total Expenditure</b>	<b>2,412</b>	<b>7,301</b>	<b>25,766</b>	<b>2,695</b>	<b>3,442</b>	<b>41,682</b>
<b>Net Expenditure</b>	<b>2,335</b>	<b>5,986</b>	<b>24,134</b>	<b>2,593</b>	<b>3,388</b>	<b>38,436</b>

<b>2012/13 Department Income and Expenditure</b>	<b>Corporate Services</b>	<b>Service Support</b>	<b>Service Delivery</b>	<b>People Organisation Development</b>	<b>Central</b>	<b>Total</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Fees, charges & other service income	(60)	(119)	(194)	(129)	(298)	(800)
Government grants	-	(116)	(50)	-	(36)	(202)
<b>Total Income</b>	<b>(60)</b>	<b>(235)</b>	<b>(244)</b>	<b>(129)</b>	<b>(334)</b>	<b>(1,002)</b>
Employee expenses	761	1,701	22,820	2,166	1,371	28,819
Other service expenses	1,534	4,736	1,381	547	3,953	12,151
<b>Total Expenditure</b>	<b>2,295</b>	<b>6,437</b>	<b>24,201</b>	<b>2,713</b>	<b>5,324</b>	<b>40,970</b>
<b>Net Expenditure</b>	<b>2,235</b>	<b>6,202</b>	<b>23,957</b>	<b>2,584</b>	<b>4,990</b>	<b>39,968</b>

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

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

	<b>2012/13 £000</b>	<b>2013/14 £000</b>
<b>Net expenditure in the Department Analysis</b>	<b>39,968</b>	<b>38,436</b>
Net expenditure of services and support services not included in the Analysis	-	-
Amounts in the Comprehensive Income and Expenditure Statement not reported to management in the Analysis	2,923	4,176
Amounts included in the Analysis not included in the Cost of Services in the Comprehensive Income and Expenditure Statement	(3,836)	(2,348)
<b>Cost of Services in Comprehensive Income and Expenditure Statement</b>	<b>39,054</b>	<b>40,264</b>

## Notes to the Accounting Statements

### Reconciliation to Subjective Analysis

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

2013/14	Department Analysis	Amounts not reported to management for decision making	Amounts not included in Cost of Services	Corporate Amounts	Total
	£000	£000	£000	£000	£000
Fees, charges & other service income	(2,999)	-	-	-	(2,999)
Interest & investment income	(66)	-	66	(66)	(66)
Income from council tax	-	-	-	(21,954)	(21,954)
Income from business rates	-	-	-	(6,788)	(6,788)
Revenue Support Grant and other Grants	-	-	-	(10,251)	(10,251)
Council Tax Freeze Grant	-	-	-	(342)	(342)
Government grants & contributions	(181)	-	-	(1,566)	(1,747)
<b>Total Income</b>	<b>(3,246)</b>	<b>-</b>	<b>66</b>	<b>(40,967)</b>	<b>(44,147)</b>
Employee expenses	30,505	(7,821)	-	-	22,684
Other service expenses	10,663	10,009	(1,834)	-	18,772
Support Service recharges	-	-	-	-	-
Depreciation, amortisation & impairment	-	1,988	-	-	1,988
Pensions interest cost & net return on assets	-	-	-	13,357	13,357
Interest Payable & Similar Charges - Leases/PFI schemes	-	-	-	-	-
Interest Payments	514	-	(514)	514	514
Gain or Loss on Disposal of Property, Plant and Equipment	-	-	-	(164)	(164)
<b>Total expenditure</b>	<b>41,682</b>	<b>4,176</b>	<b>(2,414)</b>	<b>13,707</b>	<b>57,151</b>
<b>(Surplus) or deficit on the provision of services</b>	<b>38,436</b>	<b>4,176</b>	<b>(2,348)</b>	<b>(27,260)</b>	<b>13,004</b>

2012/13	Department Analysis	Amounts not reported to management for decision making	Amounts not included in Cost of Services	Corporate Amounts	Total
	£000	£000	£000	£000	£000
Fees, charges & other service income	(709)	-	-	-	(709)
Net surplus on trading undertakings	-	-	-	-	-
Interest & investment income	(91)	-	91	(91)	(91)
Income from council tax	-	-	-	(24,944)	(24,944)
Revenue Support Grant and other Grants	-	-	-	(276)	(276)
Council Tax Freeze Grant	-	-	-	(743)	(743)
Non-Domestic Rates	-	-	-	(14,226)	(14,226)
Government grants & contributions	(202)	-	-	(1,437)	(1,639)
<b>Total Income</b>	<b>(1,002)</b>	<b>-</b>	<b>91</b>	<b>(41,717)</b>	<b>(42,628)</b>

## Notes to the Accounting Statements

Employee expenses	28,819	(8,279)	-	-	<b>20,540</b>
Other service expenses	11,637	7,808	(3,414)	-	<b>16,031</b>
Support Service recharges	-	-	-	-	-
Depreciation, amortisation & impairment	-	3,394	-	-	<b>3,394</b>
Pensions interest cost & net return on assets	-	-	-	11,943	<b>11,943</b>
Interest Payable & Similar Charges - Leases/PFI schemes	-	-	-	35	<b>35</b>
Interest Payments	514	-	(514)	514	<b>514</b>
Precepts & Levies	-	-	-	-	-
Gain or Loss on Disposal of Property, Plant and Equipment	-	-	-	16	<b>16</b>
<b>Total expenditure</b>	<b>40,970</b>	<b>2,923</b>	<b>(3,928)</b>	<b>12,508</b>	<b>52,473</b>
<b>(Surplus) or deficit on the provision of services</b>	<b>39,968</b>	<b>2,923</b>	<b>(3,837)</b>	<b>(29,209)</b>	<b>9,845</b>

### 26. Trading Operations

The Authority has no trading operations at 31 March 2014 or in the previous year. The Authority has set up East Sussex Safety Solutions Community Interest Company which is incorporated under the Companies Act 2006 as a Community Interest Company. It is a private company, and is limited by guarantee. The Deputy Chief Fire Officer is the Authority's appointed director.

The objectives of the Company are to carry on activities which benefit the community and, in particular, are to:

Provide prevention, protection and community wellbeing services.

Provide appropriate support services.

Provide risk management and training services.

Engage in any business, trade or industry which may seem to the Company directly or indirectly conducive to the interests or convenience of the community.

The Company is not currently trading and is likely to stay dormant for 2014/15 at least whilst the Authority continues with developing other service priorities.

### 27. Members' Allowances

The Authority paid the following amounts to members of the Authority during the year.

	<b>2012/13</b>	<b>2013/14</b>
	<b>£000</b>	<b>£000</b>
Allowances	78	72
Expenses	5	4
<b>Total</b>	<b>83</b>	<b>76</b>

Further details of allowances can be found on the East Sussex Fire and Rescue Service website [www.esfrs.org](http://www.esfrs.org).

# Notes to the Accounting Statements

## 28. Officers' Remuneration

The following table provides information about the remuneration of those senior managers who influence the decisions of the Fire Authority as a whole (e.g. Senior Officers whose salary is more than £50,000 pa).

### Senior Employees Remuneration

	Year	Salary, Fees and Allowances £	Bonuses £	Expenses Allowances (incl. Benefit in Kind) £	Compensation of Loss of Employment £	Employers Pension Contribution £	Total £
Mr Des Prichard (Chief Fire Officer) (Note 1)	2013/14	151,123	-	104	-	-	151,227
	2012/13	151,123	-	-	-	-	151,123
Deputy Chief Fire Officer	2013/14	107,943	-	-	-	22,992	130,935
	2012/13	107,943	-	-	-	22,992	130,935
Assistant Chief Fire Officer (Note 1)	2013/14	113,343	-	-	-	24,142	137,485
	2012/13	113,416	-	-	-	24,142	137,558
Mrs Diana Williams Assistant Chief Officer (Note 2)	2013/14	-	-	-	-	-	-
	2012/13	84,330	-	5,935	-	106,635	196,900
Assistant Chief Officer (Note 1)	2013/14	94,500	-	-	-	18,323	112,823
	2012/13	84,330	-	5,192	-	16,360	105,882
Treasurer (Note 3)	2013/14	59,031	-	-	-	11,452	70,483
	2012/13	2,222	-	-	-	431	2,653

Notes:

1. Pay includes a Management Allowance of 12% of annual salary from which the post holder is expected to provide a vehicle.
2. Retired on 31 March 2013.
3. Employment commenced on 18 March 2013.

The Authority's employees receiving more than £50,000 more remuneration for the year in bands of £5,000, excluding employer's pension contributions were:

Remuneration band	2012/13	2013/14
	Number of employees	Number of employees
£50,000 to £54,999	11	12
£55,000 to £59,999	8	13
£60,000 to £64,999	2	3
£65,000 to £69,999	-	2
£70,000 to £74,999	2	-
£75,000 to £79,999	-	-
£80,000 to £84,999	-	-
£85,000 to £89,999	1	-
£90,000 to £94,999	1	1
£95,000 to £99,999	-	-
£100,000 to £104,999	-	1
£105,000 to £109,999	1	1
£110,000 to £114,999	1	1
£115,000 to £119,999	-	1
£120,000 to £124,999	-	-
£125,000 to £129,999	-	-
£130,000 to £134,999	-	-
£135,000 to £139,999	-	-
£140,000 to £144,999	-	-

## Notes to the Accounting Statements

£145,000 to £149,999	-	-
£150,000 to £154,999	1	1

### 29. Exit Packages

Reporting of the Authority and other compensation schemes - Exit Packages

2013/14 Exit package cost band	Compulsory redundancies		Other departures agreed		Total number of exit packages	
	Number of employees	£000	Number of employees	£000	Number of employees	£000
less than £20,000	2	28	27	149	29	177
£20,000 to £39,999	-	-	9	247	9	247
£40,000 to £59,999	-	-	4	195	4	195
£60,000 to £79,999	-	-	-	-	-	-
£80,000 to £99,999	-	-	-	-	-	-
£100,000 to £149,999	-	-	-	-	-	-
£150,000 to £199,999	-	-	-	-	-	-
£200,000 to £249,999	-	-	-	-	-	-
<b>Total</b>	<b>2</b>	<b>28</b>	<b>40</b>	<b>591</b>	<b>42</b>	<b>619</b>

2012/13 Exit package cost band	Compulsory redundancies		Other departures agreed		Total number of exit packages	
	Number of employees	£000	Number of employees	£000	Number of employees	£000
less than £20,000	5	23	7	41	12	64
£20,000 to £39,999	1	33	4	117	5	150
£40,000 to £59,999	-	-	-	-	-	-
£60,000 to £79,999	-	-	-	-	-	-
£80,000 to £99,999	-	-	1	90	1	90
£100,000 to £149,999	-	-	-	-	-	-
£150,000 to £199,999	-	-	-	-	-	-
£200,000 to £249,999	-	-	-	-	-	-
<b>Total</b>	<b>6</b>	<b>56</b>	<b>12</b>	<b>248</b>	<b>18</b>	<b>304</b>

### 30. External Audit Costs

The Authority has incurred the following costs in relation to the audit of the Statement of Accounts, certification of grant claims, statutory inspections and to non-audit services provided by the Authority's external auditors, Ernst and Young, during the year the Audit Commission was the external auditor, during the comparator year.

	2012/13 £000	2013/14 £000
Fees payable to with regard to external audit services carried out by the appointed auditor for the year	37	43
Fees payable in respect of other services provided for the year	1	-
<b>Total</b>	<b>38</b>	<b>43</b>

### 31. Grant Income

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

	2012/13 £000	2013/14 £000
<b>Credited to Taxation and Non Specific Grant Income</b>		
National Non Domestic Rates	14,226	6,789
Revenue Support Grant	276	10,249
CLG Fire Capital Grant	1,437	1,566
Other Revenue Grants	743	344
<b>Total</b>	<b>16,682</b>	<b>18,948</b>
<b>Credited to Services</b>		
New Dimensions	50	45
Firelink	116	136
Council Tax Reform New Burden	27	-
4G Telephone Network Interference	9	-
<b>Total</b>	<b>202</b>	<b>181</b>

## Notes to the Accounting Statements

The Authority has received no grants, contributions or donations that have yet to be recognised as income, where the conditions attached to them would require the monies or property to be returned to the giver.

In 2011/12 the Department for Communities and Local Government transferred the ownership of the New Dimension Assets to Fire Authorities. For the East Sussex Fire Authority this included two Prime Movers, an Incident Response Unit and a High Volume Pump.

The assets were initially recorded in a Donated Assets Account but as the associated conditions were met they were transferred out to the Comprehensive Income and Expenditure Statement as a gain on acquisition. The gain is mitigated through the Movement in Reserves Statement to the Capital Adjustment Account so there is no impact on the general fund balances. The balance on the Donated Assets Account is therefore nil at 31 March 2014 (nil 31 March 2013).

### 32. Related Parties

The Fire Authority is obliged to disclose material transactions with related parties, a term that includes central government, the Pension Fund, some partnerships, as well as any financial relationships with Members and Chief Officers other than payments of salaries, expenses, etc. We disclose these transactions to indicate the extent to which the Authority might have been constrained in its ability to operate independently, or to have secured the ability to limit another party's ability to bargain freely with the Authority. Disclosure of these transactions allows readers to assess the extent to which the Authority 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 Authority.

#### Central Government

Central government has effective control over the general operations of the Authority – it is responsible for providing the statutory framework within which the Authority operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the Authority has with other parties. Grants received from government departments are set out in the subjective analysis in Note 25 on reporting for resources allocation decisions. Grant receipts outstanding at 31 March 2014 are shown in Note 31.

#### East Sussex County Council

East Sussex County Council provides financial services to East Sussex Fire Authority. The arrangement has been in operation since 1997. The services provided include accounts payable, accounts receivable, payroll, pension administration, treasury management, accountancy and internal audit.

#### Members and Chief Officers

Members of the Fire Authority have direct control over the Authority's financial and operating policies. None of the Members or Chief Officers had any interests in any related party transactions during the year. The Register of Members' Interests is held at Fire HQ, Eastbourne, and is open to public inspection. The total of members' allowances paid in 2013/14 is shown in Note 27.

### 33. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below (including the value of assets acquired under finance leases), 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 Authority, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the Authority that has yet to be financed. The CFR movement is analysed in the second part of this note.

	2012/13 £000	2013/14 £000
<b>Opening Capital Financing Requirement</b>	<b>11,059</b>	<b>10,578</b>
<b>Capital Investment</b>		
Property, Plant and Equipment	2,585	2,368
Revenue Expenditure Funded from Capital under Statute	-	913
<b>Sources of Finance</b>		
Capital receipts	-	-
Government grants & other contributions	(1,437)	(1,566)
<b>Sums set aside from revenue</b>		
Direct Revenue contributions	(630)	(747)
Minimum Revenue Provisions	(999)	(423)
<b>Closing Capital Financing Requirement</b>	<b>10,578</b>	<b>11,123</b>

## Notes to the Accounting Statements

The Capital Financing Requirement represents the Authority's net need to borrow to finance its capital investment, made up of all loan investment in previous years, less amounts set aside each year for the redemption of debt.

<b>Explanation of movements in year</b>	<b>2012/13 £000</b>	<b>2013/14 £000</b>
Increase in underlying need to borrowing (supported by government financial assistance)-	-	-
Increase in underlying need to borrowing (unsupported by government financial assistance)	99	545
Assets acquired under finance leases	(580)	-
<b>Increase/(decrease) in Capital Financing Requirement</b>	<b>(481)</b>	<b>545</b>

### 34. Leases

#### Authority as Lessee

**Finance Leases** - The Authority does not have any finance leases where it acts as a lessee.

**Operating Leases** - The Authority has lease cars for certain staff and paid £0.024m in 2013/14 (£0.039m 2012/13).

#### Authority as Lessor

**Finance Leases** - The Authority does not have any finance leases where it acts as a lessor.

**Operating Leases** – The Authority leases out Property, Plant and Equipment under operating leases in relation to space on its aerial masts and received £0.080m in 2013/14 (£0.095m 2012/13).

### 35. Impairment and Revaluation Losses

During 2013/14, the Authority had a revaluation loss of £0.074m, compared to a £1.252m revaluation loss in 2012/13 of which £1.198m was in relation to the Authority's Headquarters in Eastbourne.

### 36. Defined Benefits Pension Schemes

#### Participation in Pension Schemes

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

The Accounting Policies note explains that the Authority participates in three schemes, the 1992 Firefighter's Pension Scheme, the 2006 Firefighter's Pension Scheme and the Local Government Pension Scheme.

The Firefighters' Pension Schemes are administered nationally, and the Income and Expenditure Account contains actual contributions made to the schemes. Details of the East Sussex Firefighters Pension Fund can be found on pages 65 to 67. The Local Government Scheme is administered through the East Sussex Pension Fund, and in addition, the Authority has liabilities for discretionary payments for added years, and other benefits both for local government employees and for Firefighters. These are charged as an expense to the accounts of the Authority, rather than those of the Pension Fund.

## Notes to the Accounting Statements

**Transactions Relating to Post-employment Benefits** - We recognise the cost of retirement benefits in the Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make against council tax is based on the contributions made in the year, so the real cost of retirement benefits is reversed out through the General Fund via the Movement in Reserves Statement and the contributions made in the year are included. The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

	Local Government Pension Scheme		1992 Firefighters Pension Scheme		2006 New Firefighters Pension Scheme	
	2012/13 £000	2013/14 £000	2012/13 £000	2013/14 £000	2012/13 £000	2013/14 £000
<b>Comprehensive Income and Expenditure Statement</b>						
Cost of Services:						
Service Cost Comprising:						
• current service cost	937	1,280	5,800	6,700	800	1,100
• past service costs	270	16	-	-	-	-
• (gain) / loss from settlements	-	-	-	-	-	-
<i>Financing and Investment Income and Expenditure</i>						
Net interest expense	160	257	11,800	12,700	200	400
<b>Total Post-employment Benefits charged to the Surplus or Deficit on the Provision of Services</b>	<b>1,367</b>	<b>1,553</b>	<b>17,600</b>	<b>19,400</b>	<b>1,000</b>	<b>1,500</b>
Other Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement						
Re-measurement of the net defined benefit liability comprising:						
• Return on plan assets (excluding the amount included in the net interest expense)	(1,938)	(705)	-	-	-	-
• Actuarial gains and losses arising on changes in demographic assumptions	-	872	-	-	-	200
• Actuarial gains and losses arising on changes in financial assumptions	3,431	1,001	28,200	6,900	1,100	900
• Other (if applicable)	(17)	1,392	(100)	11,000	100	-
<b>Total Post-employment Benefits charged to the Comprehensive Income and Expenditure Statement</b>	<b>2,843</b>	<b>4,113</b>	<b>45,700</b>	<b>37,300</b>	<b>2,200</b>	<b>2,600</b>
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	(1,874)	(2,985)	(38,100)	(30,100)	(2,500)	(3,100)
Actual amount charged against the General Fund Balance for pensions in the year:						
<b>Employers' contributions payable to the scheme</b>	<b>969</b>	<b>1,128</b>	<b>7,600</b>	<b>7,200</b>	<b>(300)</b>	<b>(500)</b>



## Notes to the Accounting Statements

### Pensions Assets and Liabilities Recognised in the Balance Sheet

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

	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000
<b>Present value of the define benefit obligations:</b>					
Local Government Pension Scheme	(23,619)	(20,257)	(22,582)	(28,058)	(37,361)
1992 Firefighters Pension Scheme	(253,000)	(227,400)	(245,700)	(283,800)	(313,900)
2006 New Firefighters Pension Scheme	(3,000)	(4,000)	(4,900)	(7,400)	(10,500)
<b>Fair value of assets in the Local Government Pension Scheme</b>	<b>14,584</b>	<b>17,989</b>	<b>19,380</b>	<b>22,982</b>	<b>28,699</b>
<b>Deficit in the scheme:</b>					
Local Government Pension Scheme	(9,035)	(2,268)	(3,202)	(5,076)	(8,662)
1992 Firefighters Pension Scheme	(253,000)	(227,400)	(245,700)	(283,800)	(313,900)
2006 New Firefighters Pension Scheme	(3,000)	(4,000)	(4,900)	(7,400)	(10,500)
<b>Total</b>	<b>(265,035)</b>	<b>(233,668)</b>	<b>(253,802)</b>	<b>(296,276)</b>	<b>(333,062)</b>

The liabilities show the underlying commitments that the Authority has in the long run to pay retirement benefits. The total liability of £361.8m (£319.3m in 2012/13) has a substantial impact on the net worth of the Authority as recorded in the Balance Sheet, resulting in a negative overall balance of £333.1m (£296.3m in 2012/13).

However, statutory arrangements for funding the deficit mean that the financial position of the Authority remains healthy. The deficit on the Local Government Scheme will be made good by increased contributions over a 20 year period, as assessed by the scheme actuary.

The total contributions expected to be made to the Local Government Pension Scheme by the Council in the year to 31 March 2015 is £1.018m (£0.889m in 2012/13).

Based on the current benefit structure of the Local Government Pension Scheme (LGPS), and using the roll forward model, the actuarial estimate of the present value of funded liabilities as at 31 March 2014 is employee members £23.9m (£21.4m 31 March 2013), deferred pensioners £3.6m (£1.9m) and pensioners £9.3m (£4.7m). There is also a liability of approximately £0.029m (£0.028m) in respect of LGPS unfunded pensions. It is assumed that all unfunded pensions are payable for the remainder of the member's life.

# Notes to the Accounting Statements

## Assets and Liabilities in Relation to Post-employment Benefits

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

	Local Government Pension Scheme		1992 Firefighters Pension Scheme		2006 New Firefighters Pension Scheme	
	2012/13 £000	2013/14 £000	2012/13 £000	2013/14 £000	2012/13 £000	2013/14 £000
<b>Opening balance at 1 April:</b>	<b>22,582</b>	<b>28,058</b>	<b>245,700</b>	<b>283,800</b>	<b>4,900</b>	<b>7,400</b>
Current Service Cost	937	1,280	5,800	6,700	800	1,100
Interest Cost	1,107	1,433	11,800	12,700	200	400
Contributions by scheme participants	326	356	1,300	1,400	300	300
Re-measurement (gains) and losses:						
• Actuarial gains/losses arising from changes in demographic assumptions	-	872	-	6,900	-	200
• Actuarial gains/losses arising from changes in financial assumptions	3,431	1,001	28,200	11,000	1,100	900
• Other	(17)	1,392	(100)	-	100	-
Past Service Cost	270	16	-	-	-	-
Losses/(gains) on curtailment	-	-	-	-	-	-
Liabilities assumed on entity combinations	-	3,656	-	-	-	-
Benefits paid	(576)	(701)	(8,900)	(8,600)	-	-
Liabilities extinguished on settlements	-	-	-	-	-	-
Unfunded Benefits paid	(2)	(2)	-	-	-	-
Other	-	-	-	-	-	200
<b>Closing balance at 31 March:</b>	<b>28,058</b>	<b>37,361</b>	<b>283,800</b>	<b>313,900</b>	<b>7,400</b>	<b>10,500</b>

### Reconciliation of fair value of the scheme assets:

	Local Government Pension Scheme		1992 Firefighters Pension Scheme		2006 New Firefighters Pension Scheme	
	2012/13 £000	2013/14 £000	2012/13 £000	2013/14 £000	2012/13 £000	2013/14 £000
<b>Opening fair value of scheme asset at 1 April:</b>	<b>19,380</b>	<b>22,982</b>	-	-	-	-
Interest Income	947	1,176	-	-	-	-
Re-measurement gain/(loss):						
• The return on plan assets, excluding the amount included in the net interest expense	1,938	705	-	-	-	-
• Other	-	3,055	-	-	-	-
The effect of changes in foreign exchange rates	-	-	-	-	-	-
Contributions from employer	969	1,128	7,600	7,200	(300)	(500)
Contributions from employees into the scheme	326	356	1,300	1,400	300	300
Benefits paid	(578)	(703)	(8,900)	(8,600)	-	-
Other	-	-	-	-	-	200
<b>Closing fair value of scheme assets at 31 March:</b>	<b>22,982</b>	<b>28,699</b>	-	-	-	-

The expected return on scheme assets is determined by considering the expected returns available on the assets underlying the current investment policy. Expected yields on fixed interest investments are based on gross redemption yields as at the Balance Sheet date. Expected returns on equity investments reflect long-term real rates of return experienced in the respective markets.

The actual return on scheme assets in the year was £1.9m (2012/13: £2.9m).

## Notes to the Accounting Statements

Local Government Pension Scheme assets comprised:

	Fair value of scheme assets 2012/13 £000	%	Fair value of scheme assets 2013/14 £000	%
<b>Cash and cash equivalents</b>	<b>571</b>	<b>2</b>	<b>869</b>	<b>3</b>
<b>Equity instruments:</b>				
<b>By industry type</b>				
• Consumer	764	3	1,398	5
• Manufacturing	310	1	711	2
• Energy and utilities	502	2	748	3
• Financial institutions	1,158	5	1,575	5
• Health and care	540	2	849	3
• Information technology	510	2	774	3
• Other	417	2	455	2
<b>Sub-total equity</b>	<b>4,201</b>	<b>17</b>	<b>6,510</b>	<b>23</b>
<b>Bonds:</b>				
<b>By sector</b>				
• Government	345	2	404	1
• Other	288	1	381	1
<b>Sub-total bonds</b>	<b>633</b>	<b>3</b>	<b>785</b>	<b>2</b>
<b>Private equity:</b>				
All	1,965	9	2,257	8
Overseas				
<b>Sub-total private equity</b>	<b>1,965</b>	<b>9</b>	<b>2,257</b>	<b>8</b>
<b>Other investment funds:</b>				
• UK Property	1,884	8	2,585	9
• Overseas Property	-	-	-	-
<b>Sub-total other investment funds</b>	<b>1,884</b>	<b>8</b>	<b>2,585</b>	<b>9</b>
<b>Investment funds and unit trusts:</b>				
• Equities	12,069	53	13,671	49
• Bonds	1,539	7	1,863	6
• Hedge Funds	13	-	57	-
• Commodities	118	1	85	-
<b>Sub-total Investment funds and unit trusts</b>	<b>13,739</b>	<b>61</b>	<b>15,676</b>	<b>55</b>
<b>Derivatives:</b>				
• Foreign exchange	(11)	-	17	-
<b>Total assets</b>	<b>22,982</b>	<b>100</b>	<b>28,699</b>	<b>100</b>

### Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. The Fire Authority Fund liabilities have been assessed by Hymans Robertson LLP, an independent firm of actuaries, based on the calculations in the latest full valuation of the scheme as at 31 March 2013 rolled forward to the Balance Sheet date allowing for the different assumptions required by accounting standards.

## Notes to the Accounting Statements

The principal assumptions used by the actuary have been:

	Local Government Pension Scheme		1992 Firefighters Pension Scheme		2006 New Firefighters Pension Scheme	
	2012/13	2013/14	2012/13	2013/14	2012/13	2013/14
<b>Longevity for current pensioners:</b>						
• Men	21.3	22.2	28.1	29.3	28.1	29.3
• Women	23.4	24.4	31	31.5	31	31.5
<b>Longevity for future pensioners:</b>						
• Men	23.3	24.2	29.7	30.9	29.7	30.9
• Women	25.7	26.7	32.5	33	32.5	33
Rate of inflation	2.80%	2.80%	3.60%	3.60%	3.60%	3.70%
Rate of increase in salaries	5.10%	4.60%	3.80%	3.90%	3.80%	3.90%
Rate of increase in pensions	2.80%	2.80%	2.80%	2.80%	2.80%	2.90%
Rate for discounting scheme liabilities	4.50%	4.30%	4.50%	4.30%	4.50%	4.30%
Take-up of option to convert annual pension into retirement lump sum	50%/75%	50%/75%	90%	90%	90%	90%

Average future life expectancies for the Local Government Pension Scheme is at age 65

Average future life expectancies for the Firefighters Pension Scheme is at age 60

Take-up option for LGPS is 50% for pre-April 2008 service and 75% for post-April 2008 service

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 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;

### Change in assumptions at 31 March 2014:

#### Local Government Pension Scheme

0.5% decrease in Real Discount Rate

1 year increase in member life expectancy

0.5% increase in the Salary Increase Rate

0.5% increase in the Pension Increase Rate

#### 1992 Firefighters Pension Scheme

0.1% decrease in Real Discount Rate

1 year increase in member life expectancy

0.5% increase in the Salary Increase Rate

0.5% increase in the Pension Increase Rate

#### 2006 New Firefighters Pension Scheme

0.1% decrease in Real Discount Rate

1 year increase in member life expectancy

0.5% increase in the Salary Increase Rate

0.5% increase in the Pension Increase Rate

Impact on the Defined Benefit Obligation in the Scheme	
Approximate increase to Employer	Approximate monetary amount
%	£000
12%	4,456
3%	1,121
5%	1,710
7%	2,649
2%	5,800
3%	9,400
1%	4,600
8%	25,300
3%	300
3%	300
7%	700
9%	900

### Impact on the Authority's Cash Flows

The objectives of the scheme are to keep employers' contributions at as constant a rate as possible. The Authority has agreed a strategy with the scheme's actuary to achieve a funding level of 87.3% over the next 3 years. Funding levels are monitored on an annual basis. The next triennial valuation is due to be completed 31 March 2016.

The scheme will need to take account of the national changes to the scheme under the Public Pensions Services Act 2013. Under the act, the Local Government Pension Scheme in England and Wales and other main existing public service schemes may not provide benefits in relation to service after 31 March 2014 (or service after 31 March 2015 for other main existing public service pension schemes in England and Wales). The Act provides for scheme regulations to be made within a common framework, to establish new career average revalued earnings schemes to pay pensions and other benefits.

The liabilities show the underlying commitments that the Authority has in the long run to pay post employment (retirement) benefits. The total liability of £332.5m (£8.1m Local Government Pension Scheme, £313.9m 1992 Firefighters Pension Scheme and £10.5m 2006 New Firefighters Pension Scheme) has a substantial impact on the net worth of the Authority as recorded in the Balance Sheet. However, statutory arrangements for funding the deficit mean that the financial position of the Authority remains healthy:

- the deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees (i.e. before payments fall due), as assessed by the scheme actuary; and
- finance is only required to be raised to cover discretionary benefits when the pensions are actually paid.
- the Firefighters Pension schemes are unfunded national schemes with Employers' contributions determined by the Secretary of State on the advice of the Government Actuary who will have regard to the total cost of the Scheme benefits.

In 2014/15 the Authority anticipates paying £1.018m contributions to the Local Government Pension scheme, £2.298m towards the 1992 Firefighters Pension scheme and £0.985m towards the 2006 Firefighters Pension scheme.

The weighted average duration of the defined benefit obligation for Local Government Pension scheme members is 20.9 years, the 1992 Firefighters Pension Scheme is 17.7 years (21.4 years for injury pensions) and for the 2006 New Firefighters Pension Scheme it is 31.2 years (25.0 years for injury pensions).

### 37. Contingent Liabilities

A contingent liability is a possible present conditional obligation arising from past events and whose existence will be confirmed only by the occurrence of future uncertain events not wholly within the Fire Authority's control.

There is a potential for the Fire Authority to incur additional liabilities as a result of the incident at Marlie Farm that occurred on 3 December 2006. Whilst the criminal court case and subsequent appeals have been concluded, on 30 July 2013 the High Court gave judgement against the Fire Service, in a civil case relating to the Marlie Farm incident finding in favour of the claimants. The Authority has been granted permission to appeal the judgment by the Court of Appeal. Whilst it is expected that any costs arising from the civil case will be covered by the Authority's insurances the risk of potential liabilities to the Authority will remain until the case is concluded. The value of any potential liabilities will depend on any resulting actions taken. At this stage, therefore, it is not possible to estimate what this value might be.

The Government has consulted on the proposed terms of access to a pension scheme for retained firefighters employed by a fire and rescue authority in England between 1 July 2000 and 5 April 2006 to provide them with comparable pension rights to those enjoyed by regular firefighters during the same period. Individual fire and rescue authorities are now working with DCLG to gather data pending final guidance and the passing of enabling legislation. The new arrangements are expected to be in place for 1 April 2015 and the Authority has made provision in its Medium Term Finance Plan for the estimated costs of employers contributions from 2015/16. The cost of backdated employer contributions will be taken into account at the next scheme revaluation and may result in an increase in employer's contribution rates in future.

As was the position last year, the European Parliament and the European Council have not been able to find a compromise position regarding the Working Time Directive. The Conciliation Committee, comprising delegates from Parliament and Council, decided that it was not possible to reach an agreement on three crucial points – opt-out, on-call time and multiple contracts. Since there is no agreement, the current Directive remains in force, though the Commission can draft a new proposal from scratch. Such new legislation would need to take account of the rulings of the European Court of Justice regarding on-call time. Any change to the implementation of the Working Time Directive is likely to have implications for Fire and Rescue Authorities particularly in relation to operational personnel conditioned to the retained duty system and others involved with on-call time. It is not possible to project the financial implications at this stage.

## 38. Nature and extent of risks arising from Financial Instruments

### Key Risks

The Authority's activities expose it to a variety of financial risks, the key risks are:

- Credit risk – the possibility that other parties might fail to pay amounts due to the Authority;
- Liquidity risk – the possibility that the Authority might not have funds available to meet its commitments to make payments;
- Re-financing risk – the possibility that the Authority might be required to renew a financial instrument on maturity at disadvantageous interest rates or terms;
- Market risk - the possibility that financial loss might arise for the Authority as a result of changes in such measures as interest rates movements.

### Overall Procedures for Managing Risk

The Fire Authority's overall risk management procedures focus on the unpredictability of financial markets, and implementing strategies and policies to minimise these risks. The procedures for risk management are set out through a legal framework set out in the *Local Government Act 2003* and the associated regulations. These require the Authority to comply with the CIPFA Prudential Code, the CIPFA Code of Practice on Treasury Management in the Public Services and investment guidance issued through the Act. Overall, these procedures require the Authority to manage risk in the following ways:

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

These are required to be reported and approved at or before the Authority's annual Council Tax setting budget or before the start of the year to which they relate. These items are reported with the annual Treasury Management Strategy, which outlines the detailed approach to managing risk in relation to the Authority's financial instrument exposure. Actual performance is also reported annually to Members, as is a mid-year update.

The annual treasury management strategy which incorporates the prudential indicators was approved by the Authority on 7th February 2013 and is available on the Authority's website. The key issues within the strategy were:

- The Authorised Limit for 2013/14 was set at £13.99 million. This is the maximum limit of external borrowings or other long term liabilities;
- The Operational Boundary was expected to be £11.54 million. This is the expected level of debt and other long term liabilities during the year;
- The maximum amounts of fixed and variable rate interest rate exposure were set at 100% based on the Authority's net debt;
- The maximum and minimum exposures to the maturity structure of debt are shown under the Refinancing and Maturity Risk section of this note.

These policies are implemented by a central treasury team. The Authority maintains written principles for overall risk management, as well as written policies (Treasury Management Practices – TMPs) covering specific areas, such as interest rate risk, credit risk, and the investment of surplus cash. These TMPs are a requirement of the Code of Practice and are reviewed periodically.

### Credit risk

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

This risk is minimized through the Treasury Management Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's and Standard & Poors Ratings Services. The Treasury Management Strategy also imposes a maximum amount and time to be invested with a financial institution located within each category. Deposits are not made with banks and financial institutions unless they meet the minimum requirements of the investment criteria outlined above.

The Authority's Treasury Management is kept under constant review and due to the exceptional risks of the international financial crisis the strategy was amended a number of times between 2008 and 2012.

## Notes to the Accounting Statements

Whilst the recent credit crisis in international markets has raised the overall possibility of default, the Authority maintains strict credit criteria for investment counterparties. The credit criteria in respect of financial assets held by the authority at 31 March 2014 are detailed below:

The minimum credit ratings criteria the Authority use will be a short term rating (Fitch or equivalents) of short term rating F1, long term rating A-, viability rating of A-, and a support rating of 1. There may be occasions when the counterparty ratings from one rating agency are marginally lower than these ratings but may still be used. In these instances consideration will be given to the whole range of ratings available, or other topical market information, to support their use. The Authority has determined that it will only use approved counterparties from countries with a minimum sovereign credit rating of AAA from Fitch Ratings (or equivalent) with the exception of the UK which has a AA+ sovereign rating.

The limits for Specified Investments are £3m up to 1 year with the exception of the Government's Debt Management and Deposit Facility and Government Treasury Bills which have an unlimited maximum investment. Non Specified Investments such as UK Local Authorities have a maximum of £3m up to two years.

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 parameters.

The Authority's maximum exposure to credit risk in relation to its investments in banks and building societies of £3.0m 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 2014 that this was likely to crystallise.

The Authority has no exposure to credit risk on other financial assets such as bonds.

No breaches of the Authority's counterparty criteria occurred during the reporting period. In October 2008, the Icelandic banking sector defaulted on its obligations but the Authority had no funds invested in this sector. All the Authority's deposits are made through the London Money Markets. As at 31 March 2014, the Authority's investments included £6.0m with UK banks, with no investments in non-UK banks. The Authority does not expect any losses from non-performance by any of its counterparties in relation to deposits and bonds.

The Authority does not generally allow credit for its customers, however £0.275m in 2013/14 (£0.089m 2012/13) is past its due date for payment. The past due amount can be analysed by age as follows:

	<b>31 March 2013</b>	<b>31 March 2014</b>
	<b>£000</b>	<b>£000</b>
Less than three months	83	256
Three to five months	-	19
Five months to one year	6	-
More than one year	-	-
<b>Total</b>	<b>89</b>	<b>275</b>

Collateral – During the reporting period the Authority held no collateral as security

### Liquidity risk –

The Authority 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 Code of Practice. This seeks to ensure that cash is available when it is needed.

The Authority has ready access to borrowings from the Money Markets to cover any day to day cash flow need, and whilst the PWLB provides access to longer term funds, it also acts as a lender of last resort to Authorities (although it will not provide funding to an Authority whose actions are unlawful). The Authority 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 is as follows:

	<b>2012/13</b>	<b>2013/14</b>
	<b>£000</b>	<b>£000</b>
Less than one year (current assets)	13,633	16,778

## Notes to the Accounting Statements

Between one and two years	-	-
Between two and three years	-	-
More than three years	-	-
	<b>13,633</b>	<b>16,778</b>

### Refinancing and Maturity Risk –

The Authority 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 Authority 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 prudential 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 Authority 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 Authority'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, including the minimum and maximum limits for fixed interest rates maturing in each period, is as follows:

	Approved Minimum Limit	Approved Maximum Limit	2012/13	2013/14
	%	%	£000	£000
Less than one year (current liabilities)	0%	25%	2,182	3,490
Between one and two years	0%	40%	-	150
Between two and five years	0%	60%	350	200
Between five and ten years	0%	80%	475	1,356
More than ten years	0%	80%	10,298	9,417
			<b>13,305</b>	<b>14,613</b>

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

### Market risk

**Interest rate risk** – The Authority is exposed to interest rate movements on its borrowings and investments. Movements in interest rates have a complex impact on the Authority, 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.



## Notes to the Accounting Statements

The Authority has a number of strategies for managing interest rate risk. The Annual Treasury Management Strategy draws together the Authority'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.

If all interest rates had been 1% higher (with all other variables held constant) the financial effect in 2013/14 would be:

	<u>£000</u>
Increase in interest payable on variable rate borrowings (none held)	-
Increase in interest receivable on variable rate investments	<u>142</u>
Impact on Surplus or Deficit on the Provision of Services	<u><u>142</u></u>

The approximate impact of a 1% fall in interest rates would be as above, but with the movements being reversed. This figure of £0.142 million (£0.094 million at 31 March 2013) represents the immediate impact on the Authority's investments that are on variable rate, but ignores the impact of overnight and short-term fixed rate investments. 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 Authority does not invest in equity shares or marketable bonds.

**Foreign exchange risk** - The Authority has no financial assets or liabilities denominated in foreign currencies. It therefore has no exposure to loss arising from movements in exchange rates.

### 39. Heritage Assets

The Authority holds a number of items such as cap badges, brass helmets and various trophies and memorabilia, none of which are material so have not been included in the assets of the Authority.

The Authority had no other heritage assets at 31 March 2014 or in the previous year.

# Firefighters' Pension Fund Accounts

## Introduction

The Firefighters' Pension Scheme eligible to operational firefighters is unfunded, that is there are no investment assets to offset liabilities. The Firefighters' Pension Fund Account is balanced to nil each year by receipt of pension top-up grant from the Government or by paying over the surplus to the Government.

The initial amount received from the Government during the year is based on an early estimate of likely outcome based on pensionable pay of members in the scheme and an estimate for members joining and leaving, and an estimate of likely lump sum retirement benefits payable to firefighters due to retire during the year.

In the event this year, the lump sum retirement benefits paid to firefighters who actually retired during the year was in excess of that sum based on the estimated number of firefighters who were eligible and were likely to retire. The pension top-up grant accordingly under-advanced by the Government is required to be paid to the Fire Authority after the year end accounts are finalised, and appears as a debtor in the balance sheet of the Statement of Accounts of the Fire Authority.

The Firefighters' Pension Fund Account is not a bank account, and the fund does not require active fund administration and management. The Firefighters' Pension Fund Account operates as a series of balance sheet ledger accounts in the accounting books of the Fire Authority designed to record the applicable transactions as they arise from employee and employer contributions from payroll, the payments of lump sums at retirement, accounting for ill-health charges to accord to a Government formula, and the accounting to eliminate that element within pensions paid relating to retirement on grounds of injury. Since such an injury element of pensions paid cost is not borne by the Firefighters' Pension Fund Account and hence by the Government, this is a cost to the Fire Authority.

The Firefighters' Pension Fund Account has been prepared on an accruals basis. Accruals are not significant since substantially all the transactions are derived either from payroll, or from actual payments into and out of the Firefighters' Pension Fund Account. There are no significant estimation techniques adopted.

From 1 April 2006, employee contributions and a new employer's contribution are paid into a pension fund account from which pension payments are made. The account is to be topped up by Government grant if the contributions are insufficient to meet the cost of pension payments. The underlying principle of these new arrangements is that employer and employee contributions together will meet the full costs of pension liabilities being accrued in respect of currently serving employees, while central Government will meet the costs of retirement pensions in payment, net of these contributions. The account forms part of the assets and liabilities of the Fire Authority.

In May 2008 the Government issued a directive revising commutation factors prepared by the Government Actuary for the purposes of calculating the lump sums payable to persons who commute part of their firefighters' pension under the Firefighters' Pension Scheme 1992 arrangements. The effect of these new factors however was backdated to 1 October 2007.

In May 2009 the Government issued a further directive revising commutation factors again for the purposes of calculating the lump sums payable to persons who commuted part of their firefighters' pension. The effect of these new factors again had backdated effect.

Under the new arrangements, a pension transfer payment or receipt for pension rights transferred from one eligible pension scheme to another when employees with eligible years of service change their employment no longer applies for eligible firefighters, but does apply for firefighters transferring to or from ineligible schemes. There were pension transfers in 2012/13 from ineligible schemes.

The Firefighters' Pension Fund Account does not take account of liabilities to pay pensions and other benefits in the future.

# Firefighters' Pension Fund Accounts

## Fund Account

2012/13 £000		2013/14 £000
	<b>Contributions Receivable:</b>	
(2,684)	Contributions in relation to pensionable pay	(2,712)
(3,336)	Top up grant received	(3,086)
-	Ill Health charges	(77)
<u>(1,564)</u>	Firefighters contribution	<u>(1,780)</u>
(7,584)		(7,655)
-	Transfers in from other authorities	(183)
	<b>Benefits Payable:</b>	
7,325	Pensions	7,556
<u>1,490</u>	Commutations and Lump Sum retirement Benefits	<u>1,036</u>
8,815		8,592
	<b>Payments to and on account of leavers:</b>	
<u>37</u>	Transfers out to other authorities	<u>-</u>
37		-
1,268	Net amount Payable for year	754
<u>(1,268)</u>	Top up grant payable by the government	<u>(754)</u>
<u>-</u>		<u>-</u>

## Net Assets Statement

31 March 2013 £000		31 March 2014 £000
	<b>Current Assets:</b>	
-	Contributions due from fire authority	-
-	Recoverable overpayments of pensions	-
1,268	Top-up grant receivable from the government	754
-	Cash and Cash Equivalents	-
	<b>Current Liabilities:</b>	
(1,268)	Cash overdrawn	(754)
-	Unpaid pensions benefits	-
<u>-</u>	Amount of grant payable to the government	<u>-</u>
<u>-</u>		<u>-</u>

# Firefighters' Pension Fund Accounts

## 1. Employer Contributions

The Fire Authority bore pension contributions as the employer, totalling £2.712m (£2.684m 2012/13) under these new arrangements representing 26.5% of pensionable pay for existing firefighters under the 1992 scheme and 14.2% for retained and new firefighters under the new 2006 scheme.

Together with ill-health charges of £nil, and injury portion of pensions paid of £0.262m (£0.253m 2012/13), employer contributions totalling £2.971m (£2.937m 2012/13) were charged under this scheme as pension costs to the accounts of the Fire Authority.

## 2. Top Up Grant

The Firefighters' Pension Scheme is an unfunded scheme with any deficit/surplus on the account funded via a government grant or paid back to government.

The grant is paid once a year and consists of two elements;

- 80% of the estimated pension deficit for the current year (100% of any estimated surplus would be required to be repaid)
- The amount required to fully fund the previous year's pension scheme deficit or payment required to recover any surplus.

The top up grant receivable from the Department for Communities and Local Government is accounted for through the Firefighters pension fund account under the Firefighters pension regulations 2006. It does impact on the Authority's comprehensive income and expenditure statement.

## 3. IAS 19 Employee Benefits

Details of the Actuarial Valuation are included within Note 36 to the Fire Authority statements.

## **Accruals**

Provision made at the year-end to bring into account outstanding debtors, creditors, etc., in order to show income and expenditure as it is earned or incurred.

## **Actuarial Gains and Losses**

The change in pension liabilities since the previous year, caused either by events differing from the previous forecast, or a change in actuarial assumptions.

## **Actuarial Valuation**

A review of the Pension Fund normally carried out at 3-year intervals, which assesses the contributions required from employing bodies in order to maintain the Fund's ability to pay benefits in future years to pensioners, contributors and their dependants.

## **Admitted Bodies**

Bodies whose staff can become members of the Pension Fund by virtue of an admission agreement made between the Pension Fund and the relevant body (contrasting with Scheduled Bodies – see below).

## **Amortisation**

A charge to services in the Comprehensive Income & Expenditure Account, assessed as the amounts by which the value of intangible assets are consumed during the year, calculated from the estimated life expectancy and any residual value.

## **Bad Debt Provision**

Amount of money set aside to meet cost of monies owed to the Authority that are not expected to be repaid.

## **Balances**

A working balance maintained as a cushion against unexpected expenditure during the year. It is the amount of money left over at the end of the year after allowing for all expenditure and income that has taken place. These are also known as financial reserves.

## **Business Rates Retention**

Under the new Business Rates Retention scheme, Authorities will retain a 50% share of all and any additional business rates they get above a determined baseline. This potentially provides a direct local incentive to encourage growth within local boundaries.

## **Capital / Capital Expenditure / Capital Receipts**

Capital expenditure pays for the acquisition of assets or the enhancement (rather than maintenance) of existing assets. It is financed mainly from borrowing, and charged to revenue over a number of years. We plan for capital expenditure over several years in the published capital programme. The term 'capital receipts' covers income from the sale of assets, together with grants and contributions received specifically for financing the capital programme. Capital receipts can only be used for capital purposes, and not to support the revenue budget.

## **Cash Equivalents**

These are investments, which amount to short term deposits.

## **Community Assets**

These are assets, which the Authority intends to hold in perpetuity and have no determinable finite useful life.

## **Corporate and Democratic Core (CDC)**

Corporate and Democratic Core (CDC) is defined as the two service divisions Democratic Representation and Management (DRM) and Corporate Management (CM).

## **Contingent Assets and Liabilities**

A statement of a possible gain or loss to the Authority, which is contingent upon the outcome of an event, which is not known for certain when the accounts are drawn up.

## **Corporate Management (CM)**

Corporate management concerns those activities and costs that provide the infrastructure that allows services to be provided, whether by the Authority or not, and the information that is required for public accountability. Activities that relate to the provision of services, even indirectly, are overheads on those services. There are no subdivisions recommended for CM.

## **General Fund**

The main revenue fund of the Authority into which is paid income from the council tax precept, grants and charges for services and from which is met the cost of providing services.

## **Creditors**

Amounts owed by the Authority but not paid at the date of the Balance Sheet.

## Currencies

Japanese Yen (JPY), British Pound (GBP), Canadian Dollar (CAD), Swiss Franc (CHF), European Euro (EUR), Swedish Kroner (SEK) and United States Dollar (USD).

## Curtailments

This heading covers the additional cost arising from the early payment of pension benefits when an employee is made redundant. The full estimated discounted cost is charged immediately to the Comprehensive Income and Expenditure Statement, under the heading of 'non-distributed costs', but this is offset by a transfer from the Pensions Reserve.

## Debtors

Amounts owed to the Authority but unpaid at the date of the Balance Sheet.

## Defined Benefit and Contribution Pension Schemes

Pension schemes generally fall into one of these two categories. Defined Benefit schemes are those such as the Local Government Pension Scheme, where the benefits to employees are based on their final salaries, and where employers' contributions have to be adjusted to match estimates of future liabilities. Defined Contribution schemes are those where the employer's liability is restricted to the amount that they contribute.

## Democratic Representation and Management (DRM)

This includes all aspects of members' activities in that capacity, including corporate, programme and service policy making and more general activities relating to governance and the representation of local interests. To give authorities maximum flexibility in reflecting their own constitutional arrangements, there are no recommended subdivisions of service.

## Depreciation

A charge to services in the Comprehensive Income & Expenditure Account, assessed as the amounts by which the value of property, plant and equipment are consumed during the year, calculated from the estimated life expectancy and any residual value.

## Fair value

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's-length transaction. The concept of fair value is used in many accounting standards including the IFRS covering acquisition, valuation of assets, and financial instruments, but it is not limited to these.

## Heritage Assets

Heritage assets are assets that are held by the authorities principally for their contribution to knowledge or culture. **Impairment**

Impairment to assets may be physical in nature, such as damage by fire, or caused by a general or specific reduction in prices during the financial year.

## Intangible Assets

This term includes such items as development expenditure or goodwill, but for local authorities it actually only covers licences for the use of computer software.

## IFRS

International Financial Reporting Standards

## Leasing

A method of obtaining the use of assets: a rental charge is paid for a specified period, but under operating lease conditions the asset remains the property of the lessor and the Authority has no rights to purchase. Finance leases transfer substantially all the risks and rewards of ownership.

## Minimum Revenue Provision

An amount, prescribed by Government, to be set aside from revenue for the redemption of debt.

## Net Book Value (NBV)

The amount at which fixed assets are included in the Balance Sheet. The NBV is the historical cost or current value less any accumulated depreciation.

## Net Worth

The total of all assets less the total of all liabilities. It helps to determine the value of an entity and is also known as Total Net Assets or Total Equity.

## Non-Distributed Costs

These are costs which the Authority has to bear, but which do not support any statutory services. This includes three elements of the pension cost (Past Service Cost, Settlements, and Curtailments) which are defined elsewhere, and the costs of properties, which have been declared surplus and are awaiting disposal.

### **Non-Domestic Rates**

A charge on commercial and industrial buildings fixed by the Government and reallocated to local authorities.

### **Post Balance Sheet Events**

A statement of the financial implications of an event taking place after the Balance Sheet date, which has a material effect on the Authority's financial position at the balance sheet date.

### **Prior Period Adjustments**

Material adjustments that are applicable to prior years and which arise from changes in accounting policy or the correction of material errors. They do not include normal recurring corrections or adjustments of accounting estimates made in prior years.

### **Private Equity**

Investments into new and developing companies and enterprises, which are not publicly traded on a recognised stock exchange.

### **Property, Plant and Equipment (PP&E)**

Property, plant and equipment covers all assets with physical substance (tangible assets) that are held for use in the production or supply of goods and services, for rental to others, or for administrative purposes, and expected to be used during more than one period. PP&E is a summation of all the Authority's purchases of property, plant, and pieces of equipment to that point in time, less any depreciation.

### **Provisions**

Provisions are made for liabilities and losses which have already been incurred at the date of the balance sheet, and for which the amount or dates on which they will arise can be reliably measured.

### **Public Works Loan Board (PWLB)**

A Government agency, which provides the main source of borrowing for local authorities.

### **Related Parties**

This term covers individuals or bodies with which the Authority has a close economic relationship. It includes Members and Senior Officers, Government departments that provide funding, and other bodies that are involved in partnerships with the Authority.

### **Reserves**

Internal reserves set aside to finance future expenditure for purposes falling outside the definition of provisions.

### **Revenue**

Recurring expenditure principally on pay, running costs of buildings, equipment, and capital financing costs.

### **Revenue Expenditure Funded from Capital Under Statute**

Expenditure which may properly be charged to capital, and financed over a number of years, but which does not result in tangible assets.

### **Service Reporting Code of Practice for Local Authorities (SeRCOP).**

The code gives a mandatory definition of total cost and the divisions of service at which total cost must be aggregated when presenting cost based information and performance indicators in a published format. SeRCOP provides guidance/support the objective to establish the widest range of financial reporting requirements, in order that data consistency and comparability are achieved. SeRCOP particularly aims to meet the demands of both the Best Value and the Transparency initiatives and its various stakeholders.

### **Unusable Reserves**

This include unrealised gains and losses, particularly in relation to the revaluation of property, plant and equipment (e.g. the Revaluation Reserve) adjustment accounts that absorb the difference between the outcome of applying proper accounting practices and the requirements of statutory arrangements for funding expenditure (e.g. the Capital Adjustment Account and the Pensions Reserve).

### **Usable Reserves**

This includes the revenue and capital resources available to meet future expenditure (e.g. General Balances, Earmarked Reserves, and the Capital Receipts Reserve).