

Notice of Meeting

AUDIT AND STANDARDS COMMITTEE

Tuesday, 23 July 2019 - 7:30 pm
Council Chamber, Town Hall, Barking

Members: Cllr Princess Bright (Chair); Cllr Adegboyega Oluwole (Deputy Chair); Cllr Toni Bankole, Cllr Simon Bremner, Cllr Josie Channer, Cllr Rocky Gill, Cllr Mohammed Khan and Cllr Faraaz Shaukat

Independent Advisor (Audit): Stephen Warren

Date of publication: 15 July 2019

Chris Naylor
Chief Executive

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AGENDA

1. Apologies for Absence

2. Declarations of Interest

In accordance with the Council's Constitution, Members are asked to declare any interest that they may have in any matter which is to be considered at the meeting.

3. Minutes - To confirm as correct the minutes of the meeting held on 3 April 2019 (Pages 3 - 7)

4. External Audit 2018/19 Report

The External Auditors will provide an oral update at the meeting.

5. **Approval of the Statement of Accounts 2018/19 (Pages 9 - 177)**
6. **Internal Audit Annual Report and Annual Governance Statement 2018/19 (Pages 179 - 199)**
7. **Counter Fraud Annual Report 2018/19 (Pages 201 - 206)**
8. **Complaints against Members Update (Pages 207 - 209)**
9. **Audit and Standards Committee Work Programme 2019/20 (Pages 211 - 217)**
10. **Any other public items which the Chair decides are urgent**
11. **To consider whether it would be appropriate to pass a resolution to exclude the public and press from the remainder of the meeting due to the nature of the business to be transacted**

Private Business

The public and press have a legal right to attend Council meetings such as the Audit and Standards Committee, except where business is confidential or certain other sensitive information is to be discussed. The list below shows why items are in the private part of the agenda, with reference to the relevant legislation (the relevant paragraph of Part 1 of Schedule 12A of the Local Government Act 1972 as amended). ***There are no such items at the time of preparing this agenda.***

12. **Any other confidential or exempt items which the Chair decides are urgent**



Our Vision for Barking and Dagenham

ONE BOROUGH; ONE COMMUNITY; NO-ONE LEFT BEHIND

Our Priorities

A New Kind of Council

- Build a well-run organisation
- Ensure relentlessly reliable services
- Develop place-based partnerships

Empowering People

- Enable greater independence whilst protecting the most vulnerable
- Strengthen our services for all
- Intervene earlier

Inclusive Growth

- Develop our aspirational and affordable housing offer
- Shape great places and strong communities through regeneration
- Encourage enterprise and enable employment

Citizenship and Participation

- Harness culture and increase opportunity
- Encourage civic pride and social responsibility
- Strengthen partnerships, participation and a place-based approach

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MINUTES OF AUDIT AND STANDARDS COMMITTEE

Wednesday, 3 April 2019
(7:00 - 7:42 pm)

Present: Cllr Josie Channer (Chair), Cllr Adegboyega Oluwole (Deputy Chair), Cllr Simon Bremner, Cllr Princess Bright, Cllr John Dulwich and Cllr Muhammad Saleem

Apologies: Cllr Dorothy Akwaboah and Cllr Kashif Haroon

29. Declarations of Interest

There were no declarations of interest.

30. Minutes - 16 January 2019

The minutes of the meeting held on 16 January 2019 were confirmed as correct, subject to the following caveat:

Paragraph six under minute 21 should read "Members referred to controls to mitigate risks and effective budgetary control."

31. Certification of Grants and Returns 2017/18

A representative of the Council's outgoing external auditor, KPMG, presented the report setting out the outcome of assurance work on the Council's grants and returns for 2017-18, which included Housing Benefit Subsidy Claim, Pooling of Capital Receipts Return and Teacher's Pension Agency Return.

The Committee **noted** the report which stated that unqualified certificates were issued for all returns and wished to recognise the hard work of Council staff in ensuring the evidence base for the assurance work was accurate and orderly.

32. External Audit Plan interim report

The Council's Chief Accountant provided an oral update on behalf of BDO, the Council's incoming external auditor, in relation to the External Audit Plan which comprised the following information:

- Interim testing had been completed and work had been substantially done, pending some queries mainly around payroll and some of the transaction items;
- Most of the systems work had been undertaken and a walk through of all the key controls showed no control deficiencies to note. Some areas, mainly in Adult and Social Care, needed to be followed up where the system notes were not quite finished;
- Work had started on the company accounts, groups and subsidiaries; and
- The next external audit, ISA 260, would be undertaken in June - July and would be shared with the Committee at the next meeting on 23 July 2019.

In response to a question, the Chief Accountant stated that the audit report in July would be based on draft accounts which were currently not published. There was a statutory requirement on the Council to publish its accounts by the end of May. The audit would begin on 3 June 2019 and be completed over a period of approximately six weeks. The findings should be ready to be reported to the next meeting of this Committee.

The Committee **noted** the oral update provided.

33. Internal Audit report 2018/19 Quarter 3 (October to December 2018)

The Council's Head of Assurance presented the Internal Audit report for Quarter 3, 2018/19 which detailed progress and results to 31 December 2019, the high-risk recommendations which were outstanding, and the actions being taken by management to address these.

In response to questions, the Head of Assurance stated that:

- When considering the Audit Plan for the year, an analysis was undertaken of the risk profile of the Local Authority which helped determine the areas to select for internal audit;
- The Head of Workforce Change had confirmed that there were a number of mandatory training areas for managers including training on the General Data Protection Regulation, equalities and diversity, and recruitment, which managers must complete refreshers of every three years. Job adverts were not released until the Workforce Governance Group had confirmation that the relevant recruitment training had been undertaken. The Chief Executive chaired the Group, which considered all recruitment requests from managers.,
- In relation to records management, the Council's recruitment policy was being amended and would require managers to retain the relevant recruitment documentation for a period of six months, to make it available to HR.

In response to questions, the Chief Operating Officer stated that recruitment training was undertaken in-house and that it was a requirement that managers undertake training every three years. Some managers recruited frequently and were more familiar with the correct processes and procedures, but those who did not would need to attend refresher courses more frequently.

In response to questions, the Head of Assurance provided the following update on progress made on three high risk findings of the audit, as follows:

- The recommendation relating to record-keeping compliance and the risk presented by the lack of a list of 'information asset owners' was on track to be completed by December 2019;
- The recommendation relating to planning enforcement and the risk presented by the lack of policies and operational procedures, was complete, subject to the work receiving sign-off; and
- The recommendation relating to the security of corporate buildings and the undertaking of risk assessments had been followed up, and the draft report stated that progress was positive.

In response to a question regarding the addition of seven schools to the schools' audit plan, the Head of Assurance stated that his predecessor would have worked with professionals from the finance department to undertake risk assessments of all maintained schools. The schools deemed relatively high-risk would have been picked for inclusion in the audit plan.

The Committee **noted** the report.

34. Draft Internal Audit Charter, Strategy and Plan for 2019/20

The Head of Assurance presented a report on the Draft Internal Audit Charter, Strategy and Plan for 2019/20, which were presented to the Committee for approval. The Internal Audit Charter defined the purpose, activity and responsibility of internal audit activity, the Internal Audit Strategy detailed how the Council was going to deliver the internal audit service and the Internal Audit Plan 2019/20 had been developed in line with the Charter and Strategy.

In response to questions, the Head of Assurance stated that the process for selecting particular items for inclusion in the Internal Audit Plan was very much a managed process, involving liaison with all stakeholders of the internal audit service, including the Council's directors, to ensure the Plan was on the right track in light of emerging areas of risk and new legislation. He also undertook a horizon scanning exercise with colleagues from other local authorities and liaised with industry experts such as PWC and Mazars. In addition, there were areas of audit that had been agreed by this Committee which were included in the Plan. Furthermore, discussions with the Council's external auditor, BDO, ensured that the Internal Audit Plan met their expectations and there were not any gaps. There were a number of days contingency which meant that any further risk areas identified could be addressed during the year.

The Independent Advisor to the Committee suggested that it would potentially be helpful if a brief explanation could be added to the table in section four of Appendix 3 of the report, as to why the particular item has been included in the Plan, for the Committee to understand how it had been compiled. The Head of Assurance stated that he would be happy to provide this.

In response to a question, the Head of Assurance stated that Internal Audit's scope included reviewing risk within Council-owned companies such as BeFirst. BeFirst had a shareholder panel which would have oversight of the company's risk management plan. The Chief Operating Officer stated that whilst the Council's internal audit service would audit the processes BeFirst delivered on the Council's behalf, BeFirst were responsible in their own right to ensure they carried out their policies and procedures correctly, and for this they had their own audit committee. In response to the Committee's request she stated that she would be happy to request a briefing from the Council's shareholder panel, outlining how they reviewed the risks recognised by BeFirst for the next appropriate meeting of this Committee.

In response to a question, the Chief Operating Officer stated that the budget supporting the Internal Audit Plan had not changed for the last couple of years. The budget was not only for council staff but also for the contracts with BDO and Mazars. The number of days allocated to carry out the Plan was what drove the

budget and the service always tried to keep to the budget as far as possible. She was happy to share copy of the budget with members.

The Committee **approved**:

- (i) The draft Internal Audit Charter;
- (ii) The draft Internal Audit Strategy 2019/20 onwards; and
- (iii) The draft Internal Audit Plan 2019/20.

35. Counter Fraud Report Quarter 3 2018/19 (October-December 2018)

The Head of Assurance presented the report which brought together all aspects of counter fraud work undertaken to date during 2018/19 in relation to housing and corporate fraud. He asked the Committee to note that in Quarter 3, the counter fraud team worked to recover three properties and prevent six successions/ right to buys, which resulted in savings for the Authority of £440 000.

In response to a question, the Head of Assurance stated that:

- A person who lost their council tenancy because they were not entitled to it, was not prevented from joining the housing register and it did not prevent them being offered a home, as they must be treated according to their circumstances at the time.
- The Council could undertake a data matching exercise between a prospective tenant with those who already had tenancies to help prevent housing fraud within the borough. In relation to prospective tenants who held a council tenancy outside the borough, the National Fraud Initiative undertook a bi-annual data matching exercise to see if dual tenancies were held.
- It was very difficult to compare the borough's level of fraud with that of other boroughs because they had different size and type of housing stock and different size waiting lists, so a direct comparison was unlikely to be helpful.
- In relation to the reference in the report to a criminal investigation into theft from the Council by four members of council staff, the Council was working to make its controls more robust in that section of the Council, encouraging proactive reporting of fraud and suspected fraud in all areas of the Council and emphasising the message that people who are tempted to commit fraud against the Authority will face consequences.
- Council employees were subject to the terms and conditions of their employment which dictated what they could and could not do in relation to secondary employment elsewhere. There was also a register of interests that employees were required to sign, as necessary. Working for the Council would not necessarily stop them providing a service elsewhere but it could do, depending on the nature and circumstances of their other employment and the impact on the Council and the borough's residents.

The Committee **noted** the report and the good work of the Council's fraud team in preventing and dealing with fraud within the Council and in the borough.

36. Review of the Committee Terms of Reference

The Chief Operating Officer presented a report proposing revisions to the Committee's terms of reference following discussions at the Committee's meetings on 26 September 2018 and 16 January 2019. It was intended that the proposed revisions would be presented to the Assembly on 15 May 2019 alongside a number of other proposed changes to the Council's Constitution.

In response to a question, the Chief Operating Officer stated that officers would be pleased to check the proposed terms of reference against the suggested terms of reference in the CIPFA guidance before they were put to the Assembly for approval.

The Committee:

- i. **Approved** the proposed changes to the Committee's terms of reference as set out in Appendix A to the report; and
- ii. **Noted** that the final set of proposed changes would be presented for approval to the Assembly on 15 May 2019.

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AUDIT AND STANDARDS COMMITTEE**23 July 2019**

Title: Approval of the Statement of Accounts 2018/19	
Report of the Chief Operating Officer	
Open Report	For Decision
Wards Affected: All	Key Decision: No
Report Author: Thomas Mulloy, Chief Accountant	Contact Details: E-mail: Thomas.Mulloy@lbbd.gov.uk
Accountable Strategic Leadership Director: Claire Symonds, Chief Operating Officer & S151 Officer	
<p>Summary: The Council's draft accounts were approved by the Chief Operating Officer on 30 May 2019 and are being subjected to detailed audit by our new external auditors, BDO.</p> <p>In accordance with the Accounts and Audit Regulations 2015, the accounts are now being presented to this Committee for their consideration and approval prior to publication.</p>	

<p>Recommendation</p> <p>The Audit and Standards Committee is recommended to:</p> <ol style="list-style-type: none"> i. Review and approve the draft Statement of Accounts for the year ended 31 March 2019, as set out in the Appendix to the report; ii. In order to comply with the Council's statutory obligations, confirm that the Statement of Accounts 2018/19 be published and authorise the Chief Operating Officer, in consultation with the Chair, to make any changes to the draft accounts that may be agreed with the Council's external auditor.
<p>Reason(s)</p> <p>It is a statutory obligation for the Council's Statement of Accounts to be produced and audited in accordance with the timetable as set out in the Audit and Accounts Regulations 2015, and that the Statement of Accounts must be approved by a Committee of the Council.</p>

1. Introduction and Background

- 1.1 The publication of the Statement of Accounts is governed by the requirements of the Accounts and Audit Regulations 2015. These require the Statement of Accounts to be certified by the Council's Section 151 officer (Chief Operating Officer) as presenting a true and fair view of the financial position of the Council by the 31st May of each year. The accounts must then be submitted for external audit to publish audited accounts by no later than the 31st July of the same year.

2. Audit of Accounts

- 2.1 Following certification by the Chief Operating Officer by the 31st May 2019 the draft accounts have been subject to detailed and rigorous review by the Council's external auditors, BDO. The audit is still being completed. A verbal update will be given at this meeting.
- 2.2 In compliance with the Accounts and Audit regulations, the Accounts were made available for public inspection for 20 days during the audit. This period concluded on 12th July 2019, from when, until the conclusion of the audit, electors or their representatives were able to question or raise objections with the external auditor.
- 2.3 During the audit of the main statements, there have been amendments made to the Group Accounts. It is the first year the Council has produced a set of Group Accounts consolidating a number of subsidiaries.
- 2.4 There are a number of adjustments made to the notes to the accounts. They will ensure that the Council complies with technical accounting regulations, specifically the CIPFA's Code of Practice on Local Authority Accounting. Given the audit is still on-going, the Committee is recommended to delegate responsibility for finalising the accounts to the Chief Operating Officer in liaison with the Chair.
- 2.5 BDO will provide the Committee with their findings in a separate report setting out the key issues identified during the course of the audit. Management's responses to any recommendations that the report may be given at the meeting. There is a risk of the Council missing the 31st July deadline for publication of the final and signed accounts. The Council, along with BDO, will endeavour to complete the audit as soon as possible. Though it should be noted that although there may be a delay there is currently no suggestion that the accounts will be qualified.

3. Pension Fund

- 3.1 BDO audit work is still ongoing and a further update will be made at the Committee.

4. Value for Money Conclusion

- 4.1 BDO has completed their initial assessment and will continue to work on this in the coming weeks (from date of report circulation). A further update will be made at the Committee.

5. Management Representation Letter

- 5.1 It is a requirement of external audit that the Section 151 Officer signs a letter of representation confirming that she has the responsibility for the proper administration of the financial affairs of the authority and that the duties that this entails have been undertaken. The draft letter will be signed nearer to the date of approval of the accounts.

6. Publication of the Statement of Accounts

- 6.1 If the recommendation to approve the Accounts is agreed by this committee, BDO will be able to provide their formal opinion on the accounts and formally conclude the audit. The accounts will then be placed on the Council's website.

7. Financial Implications

- 7.1 These have been addressed in the body of the report.

8. Legal Implications

Implications completed by Dr Paul Field, Senior Governance Solicitor

- 8.1 The Local Audit and Accountability Act 2014 (the '2014 Act') requires that the Council as a relevant body must have its accounts audited. The procedure is set out in the Accounts and Audit Regulations 2015 (the 'Regulations'). Regulation 9 sets out a timetable and requires certification by the Council's responsible finance officer of the statement and then consideration by a committee to consider the statement and approve by resolution. This report is prepared in compliance with that obligation.
- 8.2 Following approval the Council must publish no later than 31 July 2019 the statement of accounts and a narrative statement by the Council on its financial performance, and economy, efficiency and effectiveness in the use of its resources over the financial year.

Public Background Papers used in the Preparation of the Report: None

List of appendices:

Draft Statement of Accounts 2018/19

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Statement of Accounts 2018-2019



**One borough; one community;
no one left behind**

CONTENTS

	Page
Narrative Report	3
Statement of Responsibilities	18
Independent External Auditor's Report	19
Core Financial Statement	
Expenditure and Funding Analysis (EFA)	23
Comprehensive Income and Expenditure Statement (CIES)	24
Movement in Reserves Statement (MIRS)	25
Balance Sheet	26
Cash Flow Statement (CFS)	27
Notes to the Accounts	28
Supplementary Financial Statements	
Housing Revenue Account	100
Collection Fund Accounts	106
Pension Fund Accounts	109
Group Accounts	132
Annual Governance Statement	139
Glossary of Terms	159

Chair's Approval of Statement of Accounts

This is the Annual Financial Report, incorporating the Statement of Accounts with all audit activities completed. The Audit and Standards Committee of the London Borough of Barking and Dagenham at its meeting on xxxxx authorised the Chair to approve the Statement of Accounts.

Cllr Bright, Chair of Audit and Standards Committee

Date: XX / XX / XXXX

Introduction

The Statement of Accounts (the Accounts) summarises the financial position of the London Borough of Barking & Dagenham for the year ended 31 March 2019.

The principles adopted in compiling the Accounts are those recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) namely:

- The Code of Practice on Local Authority Accounting in the United Kingdom (the Code); and
- International Financial Reporting Standards (IFRS)

This Narrative Report provides information about the London Borough of Barking & Dagenham, its main objectives and strategies and the principal risks it faces in delivering its ambitions for the communities it serves. It sets out in summary how the Council has used its resources during financial year 2018/19 to achieve planned outcomes in line with its objectives and strategies.

The Narrative Report is a key document for communicating to stakeholders the authority's purpose; how it has performed in accordance with its overall strategy and against Key Performance Indicators over the financial year 2018/19; and how it has allocated its resources in line with intended outcomes. It assists management to demonstrate their collective performance over the year and gives assurance about how well the authority is equipped to deal with the challenges ahead, to continue delivering services and support its local communities.

The Report provides a fair, balanced and understandable analysis of the Council's performance in 2018/19. It shows the connections between the information within the financial statements and the achievement of the Council's objectives and strategies.

The Narrative Report focuses on elements that are material to an understanding of the financial position and performance of the Council and is structured as follows:

- Barking and Dagenham – The Place
- Developing a Shared Vision for the Borough- The Borough Manifesto
- Working in Partnership
- The Council
- Performance – Progress on Transformation
- The Council's Financial Strategy
- Risks and Opportunities
- Financial Performance
- Preparation of the financial statements

Barking and Dagenham – The Place

Barking and Dagenham is at a key moment in its history. London has grown unprecedentedly in the last 20 years and Barking and Dagenham is the next obvious growth point as London continues to move East. The Council's Growth Commission report entitled 'No-one left behind in the pursuit of growth' (2016) confirmed this and the borough has already started seeing growth accelerate in recent years. The Council has a unique opportunity to ensure growth is inclusive and leads to improved outcomes for residents, where no-one is left behind.

Over the past 15 years, Barking and Dagenham has become one of the fastest changing communities in Britain. Between 2001 and 2017 the population rose from 164,000 to 210,000 and is projected to rise to £275,000 by 2037. Within this overall increase is a picture of rapid movement of people. Between 2012 and 2014 approximately 50,000 new residents made the borough their

NARRATIVE REPORT

home and roughly the same number left, meaning that – in line with the average London rate – the turnover was almost a quarter of the total population.

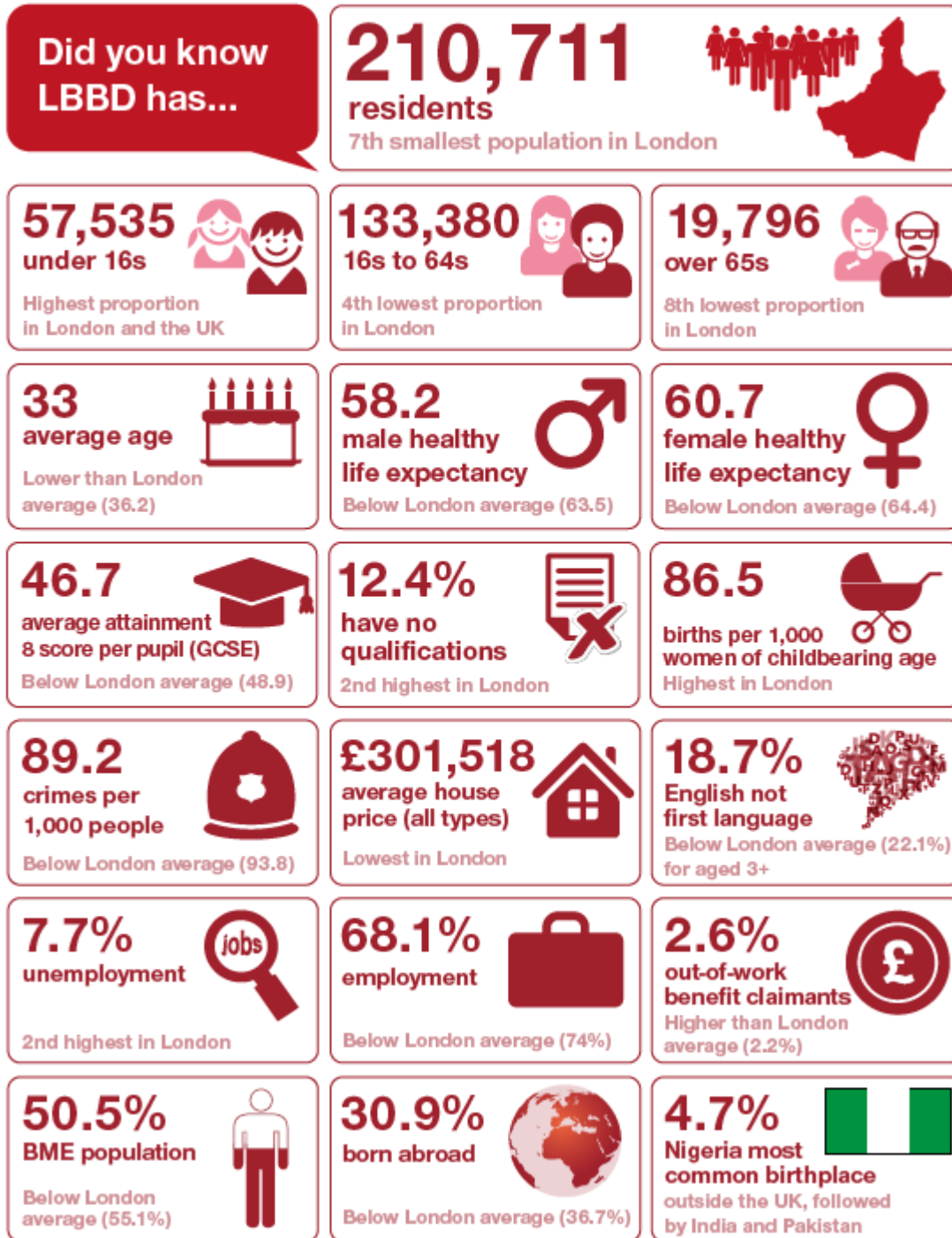
The population is also more diverse than 15 years ago. While the borough was previously predominantly White British, since 2001 the proportion of the population from minority ethnic backgrounds has increased from 15% to 50%. The population is also very young - the birth rate is the highest in London and we have the highest proportion of 0-16 years in the UK.

The Borough faces great challenges – partly from the rate of change the community is experiencing but also long-standing challenges stemming from the loss of local industries and their associated employment opportunities.

People in our borough are more likely to die earlier, have poorer health, and lower levels of education and skills, than across London. Too many are insufficiently skilled, too many are in low paid work, and too many struggle to find suitable homes that they can afford. Economic hardship combined with population diversification has challenged community cohesion in Barking and Dagenham.

The increasing mix of population increase, acute deprivation and austerity are increasing demand and putting pressure on the services. Austerity has slashed local government's budgets. Since 2010, Barking and Dagenham Council has made savings of £122m. A further £48m must be saved by 2021 for the Council to stay afloat. Rising demand for services, especially social care, means that local authorities are forced to do more with less. Barking and Dagenham Council took the decision to do things differently and invest in the future of the Borough to fundamentally transform the way services are delivered, adopting a root cause approach to empower residents, increase resilience, appease demand and improve outcomes.

About the Borough



Developing a shared vision for the borough - The Borough Manifesto

In July 2017, Barking and Dagenham Together: The Borough Manifesto was launched. It was borne out of the Growth Commission recommendation to develop a long-term vision for the Borough, outlining how it will grow, prosper and be transformed into a place people are proud to live, work, study and stay. Over 3,000 residents came together to shape this shared, 20-year

vision, which is owned and delivered by stakeholders from the public, private and voluntary sectors through the Barking and Dagenham Delivery Partnership (BDDP).

The manifesto is structured around ten key themes:

- Employment, Skills and Enterprise
- Education
- Regeneration
- Housing
- Health and Social Care
- Community and Cohesion
- Environment
- Crime and Safety
- Fairness
- Arts Culture and Leisure.

The targets set out in the manifesto are ambitious. By 2037 the aim is to ensure that Barking and Dagenham residents have the same opportunities and life changes as others in the capital.

Our progress towards delivering the Borough Manifesto can be viewed in the Borough Data Explorer, along with a wide range of socioeconomic data about the borough and the community, which can be viewed in this link:
www.lbbd.gov.uk/boroughdataexplorer

To view the Borough Manifesto, visit this link:
www.lbbd.gov.uk/borough-manifesto

Working in partnership

Delivering the vision set out in the Borough Manifesto requires everyone to play their part. As an enabler and facilitator, the Council's and partners' job is to make the community's vision a reality. There are a number of themed partnership boards which bring partners together to work towards improving the borough and the lives of residents. These include the Health and Wellbeing Board, Barking and Dagenham Delivery Partnership, and the Community Safety Partnership.

The Health and Wellbeing Strategy

The Joint Health and Wellbeing Strategy 2019-2023 is a partnership strategy, owned by the Health and Wellbeing Board, which sets out our approach to improving the health and wellbeing of the community at every stage of the life course by combating long-standing health inequalities.

The strategy defines our approach across three priority themes decided by the Health and Wellbeing Board and informed by the 2017 Joint Strategic Needs Assessment: giving every resident the best start in life; early diagnosis and intervention; and enabling independence.

The Corporate Plan 2018-22

The Corporate Plan sets out the Council's contribution over the next four years to deliver the Borough Manifesto, consolidating the progress made with the New Kind of Council and achieving real change for residents. The priorities and performance measures we are using to drive progress and improvement link directly to the aspirations, themes and targets of the Manifesto; ensuring that we have a co-ordinated and focused effort.

The Corporate Plan 2018-22 focuses on four key themes and sets out priorities within each theme:

- **A New Kind of Council** – including building a well-run organisation, ensuring relentlessly reliable services and developing place-based partnerships
- **Empowering People** – including enabling greater independence whilst protecting the most vulnerable, strengthening services for all and intervening earlier

NARRATIVE REPORT

- **Inclusive Growth** – including developing an aspirational and affordable housing offer, shaping great places and strong communities through regeneration and encouraging enterprise and enabling employment.
- **Citizenship and Participation** – including harnessing culture and increasing opportunity, encouraging civic pride and social responsibility and strengthening partnerships, participation and a place-based approach.

Each priority has key accountabilities and key performance indicators that allow for performance to be monitored and are reported to Corporate Performance Group and Cabinet on a quarterly basis. The Corporate Plan forms the top layer of the Council's organisational business planning and informs all subsequent strategies, commissioning mandates and business plans, through to frontline service delivery. Building on the themes, work is currently underway to develop three overarching strategies around Inclusive Growth, People and Resilience, and Participation and Engagement.

The Council

The Borough consists of 17 wards, each served by three elected Councillors. During 2018/19, all 51 Councillors were from the Labour Party.

The Council operates with a Leader and Cabinet. During 2018/19 there were 10 Cabinet members, including the Leader and two Deputy Leaders.

The Council's management is led by the Strategic Leadership Team, which during 2018/19 comprised:

- The Chief Executive (Head of Paid Service)
- Chief Operating Officer (Section 151 Officer)
- Director of People and Resilience
- Director of Inclusive Growth
- Director of Law and Governance (Monitoring Officer)
- Director of Policy & Participation

Each of these senior officers oversees the strategic management of service areas managed by commissioning directors, operational directors and heads of service. The Council employs 2368 employees.

Performance against planned activity and budgets is reported quarterly at Corporate Performance Group (made up of the Strategic Leadership Team), and Cabinet, and to the Overview and Scrutiny Committee every six months.

The Council provides services itself, but also through joint ventures and wholly owned companies. The Council has a joint venture with Agilysis Ltd, Elevate East London LLP, which provides ICT, Revenues & Benefits, Procurement, and Accounts Payable services for the Council. The Council has a set of subsidiaries.

The Council has made considerable progress in its transformation programme which has significantly changed the way services are delivered. This New Kind of Council (shown below) created a raft of new service blocks and companies to fundamentally change the way we deliver public services and meet the needs of residents. These companies will generate vital revenues, protecting jobs and intervening in private markets that are failing both local workers and the wider community. It will combine the enduring core values of the public sector, with the community involvement and flexibility of the voluntary sector, and the commercial mindedness of the private sector.

NARRATIVE REPORT

The New Kind of Council will help build resilience and provide residents with the tools to enable them to do more for themselves, enabling greater independence, and increasing the confidence and resilience within the community. It will enable the Council to intervene earlier in the lives of residents supporting them to get back on their feet when faced with adversity. This can help prevent the need for more costly interventions further down the line. It will also facilitate increased participation and engagement encouraging the community to be more active in civic life and have more of a say in decisions that affect them. And it will help deliver relentlessly reliable services that residents expect and deserve.

Barking and Dagenham council's structure



The new kind of Council comprises a number of service delivery blocks described below:

Community Solutions

The core of the Council's people-focused services, Community Solutions, identifies and resolves the root causes of an individual's or family's problems, by tackling the multiple needs of households in a joined-up way, and at an early stage. It brings together sixteen services into one – including parts of care and support, homelessness, housing and community safety, creating multi-disciplinary, multi-agency teams that collaborate closely with the voluntary and community sector and other partners to deliver early intervention and preventative support.

Since going live in April 2018, Community Solutions has seen a number of improvements including an increase in the number of people who have been assisted in avoiding homelessness, reaching over 1,700 residents, an 18% reduction in the number of residents requiring temporary accommodation, helping over 800 residents into work, seeing the lowest levels of families that require support for no recourse to public funds, whilst also achieving over £3million in savings. For 2019/20 Community Solutions will be building the success so far, work with partners, looking to increase community engagement and deliver services remotely across the borough.

Care and Support

Care and Support services have been developed to meet rising demand in a sustainable way. Care and Support brings together children's and adult social care and the new all-age disability service to provide seamless and continuing support to those who need it, to maximise the choice and control residents have over the services they use, and to safeguard vulnerable children, young people and adults from neglect, abuse and harm.

Be First

Be First is the Council-owned company with the remit of accelerating the pace and scale of regeneration in the Borough, whilst delivering affordable housing and shaping inclusive, sustainable and healthy communities for the future. It launched in October 2017 and 2018/19 has been a year of significant progress. Be First finished the year in a profitable position and is on track to meet the Council's target of a cumulative £10.3m contribution by 2021 and annually thereafter. In addition to meeting these targets, Be First will deliver long-term revenue to LBBB through rental income, sales receipts and additional council tax from the delivery of the building programme. It will also continue to look for and identify new development opportunities, generating further benefits to the Borough.

Barking & Dagenham School Improvement Partnership

Barking and Dagenham School Improvement Partnership (BDSIP) launched in April 2018. It is a new not-for-profit company jointly owned by local schools and the Council, providing a range of professional support services, both statutory and traded, which were previously delivered by the Council. As a schools-owned and led organisation, BDSIP places school-led improvement and peer support at the heart of the Borough's approach. 93% of the Borough's schools are currently signed up to the partnership.

My Place

My Place is a new service which manages all of the council's property, infrastructure and assets, including; council buildings, schools, care homes, children's centres, housing, roads, parks and land to offer a better service to residents and create a more productive and effective workforce.

Reside

Reside is our council-owned municipal housing company, providing genuinely affordable homes to local working people, catering for those on a range of different incomes. It already lets and manages over 800 affordable, flexible tenure properties, which will rise to around 3,000 by 2023.

Beam Energy

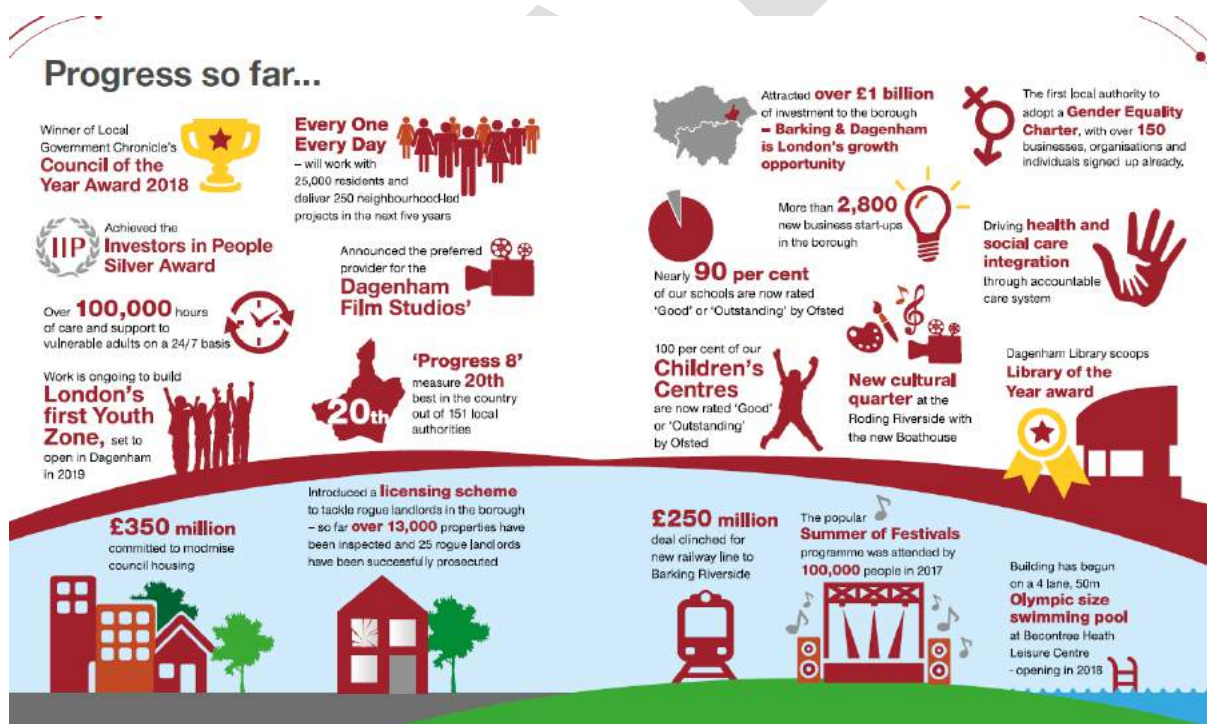
Beam Energy is the newly established, Council-owned green energy company that offers sustainable heat and power to new housing developments within the Borough and surrounding areas. It was set up as part of the Council's drive to be the "green capital of the Capital" and was launched in January 2019. 186 customers and 333 meter points have signed up so far.

Barking and Dagenham Trading Partnership

Barking and Dagenham Trading Partnership (BDTP) a Council-owned company that launched in April 2018. It delivers facilities management and repairs & maintenance services, and catering & cleaning services to the Council, schools and increasingly into the wider market.

Performance – Progress so far

The 2018/19 year saw the Council make significant progress in achieving its vision. The infographic below sets out some of these key achievements.



The financial year 2018/19 also saw significant progress on the Council's ambitious transformation programme, which is designed to reduce annual net expenditure on the delivery of day-to-day services by £47.9 million by 2020/21.

The Council's Medium Term Financial Strategy

NARRATIVE REPORT

The proposed budget for 2018/19 was presented and approved by the Council's Assembly in February 2018 as part of its updated Medium Term Financial Strategy.

In line with the Council's vision, the Council has a growth based Financial Strategy which seeks to invest in the Borough's future while making necessary savings to set a balanced budget. The 2018/19 budget therefore included provision for growth of £29m including investment in capital infrastructure and land acquisition, the rising costs of Homelessness and Adult Social Care and increasing spend on Waste Services.

Council tax was increased by 2.99% for general expenditure and 3% ringfenced Adults Social Care precept – this complied with Central Government guidelines.

However there was an overall decrease in income from grants and local taxation of £6.178m in 2018-19

Overall the Council is predicting a gap of in the region of £60m during the period 2018-2021 (based on the latest Assembly approved MTFs). This level of savings will not be delivered by small economies or "salami-slicing" and such an approach would risk jeopardising the Council's ambitions for its residents. For this reason a Council wide strategic approach was needed and this led to the adoption of an ambitious Transformation Programme based on full scale service redesign, commercialisation and driving economic growth. This programme expected to deliver £32m of savings during the period 2018-21 leaving a net gap of £15.6m from 2018 to 2021.

The 2018-19 budget gap was met from the A2020 transformation and newly identified additional savings of £21m of savings and £3m drawdown from reserves. The Council is committed to finding further savings in 2019/20 and beyond to close the remaining budget gap further and meet its further pressures.

The Council refreshes its Financial Strategy every year in July and again in November/December. This involves re-examining its performance and financial pressures and the expected funding available and setting the strategy to address any funding gaps in the next and subsequent years. This is confirmed by Cabinet and Assembly in February.

Risks and Opportunities

Despite the ambitious nature of the Transformation programme and the success to date in finding additional savings, pressures still remain in the Medium Term. The MTFs gap is now estimated to be a further £11m (2019 to 2021). Moreover there remain further risks as the future of Local Government funding is still uncertain once the Revenue Support Grant system comes to an end in 2020.

From 2020 local authorities are expected to be 'self-financing', funding services through income from Council Tax, Business Rates, fees & charges and, for Housing Services, through the collection of rents. The Council is currently participating in a London-wide pilot scheme to assess the impact of new arrangements proposed by Government for Councils to be allowed to retain 100% of the Business Rates income they collect.

The MTFs planning process that is in place will continue to address these risks. It is likely however that a further savings programme could be required.

As a Public Body operating within a climate of austerity the Council also faces a broad range of inherent risks. These include:

NARRATIVE REPORT

Area	Issue
Safeguarding	Keeping vulnerable and young persons safe
Housing Strategy	Failure to deliver a coherent strategy could lead to an inability to meet local housing needs, resulting in a lack of affordable housing providing real alternatives to homelessness
Extra demands caused by demographic pressures	Increased demand for school places and social care services. Housing growth will also drive increased demand for infrastructure and universal services such as waste collection.
Resilience	Budget reductions have resulted in lower staff numbers and lower staffing ratios. A failure to recognise this lower level of resilience or taking actions to mitigate could lead to service failure
Information Assurance	Lack of Information Governance could lead to a range of impacts from developing poorly informed plans to invasion of privacy or release of data resulting in a distrust of information communicated to stakeholders and a correspondingly adverse impact on the Councils reputation. This risk will be heightened following the introduction of the GDPR in May 2018
Asset Management	Failure to maintain proper maintenance procedures and inspections could lead to injury to staff &/or third party's resulting in public inquiries, adverse publicity & possible prosecution under Health & Safety legislation
Community Tensions	Failure to adequately monitor tension risks and to be seen to address concerns and grievances leads to community tensions, personal safety risks for minority populations, and reputational damage for the Council
Budget Delivery	Failure to deliver the approved budget will lead to a lack of resources to fund services and priorities and reduced ability to plan effectively in the medium and long term. Failure to increase value for money results in inconsistent service delivery and non-achievement of objectives and outcomes

Financial Performance in 2018/19 - Revenue

The final revenue outturn position on approved expenditure budgets is an overspend of £6.299m. This is offset by a £3.418m income surplus making an net variance of £2.881m.

This is the position after carry forward of income and transfers to and from earmarked reserves. Information about the transfers to/from reserves is provided as an appendix. Funding the net overspend will require a drawdown on the Council's budget support reserve. However there is sufficient funding in that reserve and so the general fund reserve balance will remain the same at £17m.

The final outturn on the HRA was a surplus of £1.075m above budget. This has been partially used as a revenue contribution to the capital programme (reducing the requirement to use receipts.) and the balance taken to the HRA reserve for use in future years.

The final outturn on the capital programme was expenditure of £225.153m against a budget of £284.758m, slippage/underspend of £56.696m of which £37.559m is General Fund and £19.137m is HRA.

NARRATIVE REPORT

Departmental Variances

This section of the report shows the main departmental variances.

DEPARTMENT	BUDGET 18-19	OUTTURN AFTER RESERVES	VARIANCE
	£'000	£'000	£'000
SDI COMMISSIONING	9,118	9,232	114
CORE	6,911	7,830	919
CENTRAL	(1)	(6,646)	(6,645)
EDUCATION, YOUTH & CHILDCARE	19,682	21,623	1,941
LAW, GOVERNANCE & HR	(756)	(1,967)	(1,212)
POLICY & PARTICIPATION	3,285	3,629	344
CARE & SUPPORT	69,209	79,323	10,113
INCLUSIVE GROWTH	(31)	320	351
COMMUNITY SOLUTIONS	13,249	13,456	207
MY PLACE	18,249	17,692	(558)
CONTRACTED SERVICES	6,452	7,177	725
TOTAL	145,368	151,667	6,299
COUNCIL TAX PRECEPT	(58,521)	(58,521)	0
BUSINESS RATES	(35,101)	(38,669)	(3,568)
GOVERNMENT GRANTS	(51,746)	(51,596)	150
TOTAL	(145,368)	(148,786)	(3,418)
NET TOTAL	0	2,881	2,881

Financial Performance in 2018-19 - Capital Programme

The overall capital programme is £284.758m of which £186.612m is General Fund, £90.352m is HRA and £7.793m is Transformation. The two most significant areas of the capital programme are the provision of school places and housing. This reflects the needs of the borough in terms of dealing with a high birth rate and high level of migration into the borough. School expansion schemes are funded by Central Government (via the Education and Skills Funding Agency), and the HRA programme is self-financed by the HRA using a mixture of Government grants, capital receipts and HRA revenue funding. Therefore, they do not pose a pressure on the General Fund, in terms of needing to borrow and servicing the cost of borrowing.

Spend against the total programme is £225.153m. There is slippage on the General Fund capital programme of £37.559m – mostly relating to the Investment Strategy. In general schemes under this strategy are profiled into the earliest possible year in order to ensure that funding is available when required. This avoids unnecessary delays but does create a risk of slippage.

NARRATIVE REPORT

There is an apparent overspend of £6.7m on the Schools Programme largely as a result of accelerated spend on school expansion programmes. Funding can therefore, be brought forward from future years to cover this.

The Adults Care and Support programme has an underspend of £0.550m. This is largely due to the suspension of the Direct Payment Adaptations scheme for new applications while the scheme is reviewed.

Many programmes are underspending at year end. In most cases this will be carried forward and budgets realigned.

Two high profile programmes brought forward from last year: Youthzone and the demountable swimming pool at Beacontree Heath have both been completed this year.

The Capital Programme for the HRA was an outturn of £71.214m expenditure against a budget of £90.352m – slippage of £19.137m.

Capital Expenditure Programme.	Revised Budget £'000	Actual Expenditure £'000	Over / (Under) spend to date £'000
Care & Support	1,805	1,255	(550)
Community Solutions	349	146	(203)
Core	2,652	1,844	(808)
Education, Youth & Childcare	53,572	60,317	6,745
Enforcement	1,314	937	(377)
Culture, Heritage & Recreation	6,261	4,519	(1,742)
Investment & Acquisition Strategy	71,878	33,970	(37,908)
Growth & Homes & Regeneration	38,160	34,612	(3,548)
My Place	6,496	7,992	1,496
Public Realm	935	669	(266)
SDI Commissioning	3,190	2,791	(399)
General Fund	186,612	149,052	(37,560)
Housing Revenue Account	90,352	71,215	(19,138)
Transformation	7,793	4,885	(2,907)
CAPITAL PROGRAMME 2018/19	284,577	225,152	(59,605)

Financial Performance - Pension Fund

Overall 2018/19 was a positive year for the Fund with an investment return, net of fund manager fees and custodian costs, of 5.2%, although this was 2.7% lower than its benchmark of 7.9%. Over three years the Fund has returned an annualised return of 9.4%, which 0.5% below the Fund's benchmark return of 9.9%.

Equities were the main driver of outperformance, with Baillie Gifford and Kempen providing a good return of 8.8% and 7.9% for the year. Property, passive bonds and Alternatives provided positive returns of between 2.9% and 7.2%. The Fund's credit manager and infrastructure manager were the only strategies that provided negative returns for the year, with credit providing a disappointing return of -4.7% and infrastructure providing a return of -1.9%.

A number of new employers were admitted to the Fund in 2018/19, including, B&D Trading Partnership, BD Together, BD Corporate Cleaning, BD SIP, Lewis and Graves and Town and Country. The total number of active employers within the Fund was 34 as at year end.

2018/19 Statement of Accounts

The pages which follow are the Council's Statement of Accounts for 2018/19. They have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2018/19.

The financial statements comprise the following:

Statement of Responsibilities

This sets out the respective responsibilities of the Council and the Section 151 Officer in respect of preparation of the Statement of Accounts. For the London Borough of Barking & Dagenham the Section 151 Officer is the Chief Operating Officer.

Expenditure and Funding Analysis

The requirement to include an Expenditure and Funding Analysis (EFA) was introduced for the first time in financial year 2016/17. Its purpose is to report performance in a similar format used for reporting to management and members throughout the year.

The objective of the Expenditure and Funding Analysis (EFA) is to demonstrate to Council Tax (and rent) payers how the funding available to the Council (i.e. Government grants, rents, Council Tax and business rates) for the year has been used in providing services in comparison with those resources consumed or earned by authorities in accordance with Generally Accepted Accounting Practices.

The EFA also shows how this expenditure has been allocated for decision making purposes between the Council's service portfolios. Income and expenditure accounted for under Generally Accepted Accounting Practices are shown more fully in the Comprehensive Income and Expenditure Statement.

Movement in Reserves Statement

This statement shows the movement in the year on the different reserves held by the Council, analysed into 'Usable Reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other 'Unusable Reserves' (e.g. the Capital Adjustment Account; Revaluation Reserve; Pension Reserve).

NARRATIVE REPORT

The Surplus or (Deficit) on the Provision of Services line shows the true economic cost of providing the Council's services, more details of which are shown in the Comprehensive Income and Expenditure Statement. These are different from the statutory amounts required to be charged to the General Fund and the Housing Revenue Account for Council Tax setting and dwellings rent setting purposes. The "Net Increase/Decrease before Transfers to or from Earmarked Reserves" line shows the statutory General Fund Balance and Housing Revenue Account Balance before any discretionary transfers to or from earmarked reserves are undertaken by the Council.

Comprehensive Income and Expenditure Statement

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

1. Cost of services (gross income and expenditure for each service)
2. Other operating income and expenditure (including the surplus or deficit from property, plant and equipment sales)
3. Financing and investment income and expenditure
4. Taxation and non-specific grants (revenue from Council Tax, business rates and the Government)
5. Other income and expenditure – values not included elsewhere such as revaluations of property or actuarial gains or losses.

Balance Sheet

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

Cash Flow Statement

The Cash Flow Statement shows the change in cash and cash equivalents of the Council during the financial year. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as:

Operating activities;
Investing activities; and
Financing activities.

The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Council are funded by way of taxation and grant income or from the recipients of services provided by the Council. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council's

future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. Council borrowing).

Additional Statements

The Housing Revenue Account

This reflects a statutory obligation to separately account for housing provision. It shows the major elements of housing revenue expenditure - maintenance, administration and capital financing costs and how these are met from rents, subsidy and other income. This account is reported using two statements – the Housing Revenue Account Income and Expenditure Statement and the Movement on the Housing Revenue Account Statement.

The Collection Fund

The London Borough of Barking & Dagenham acts as an agent in the collection of Council Tax and Non-Domestic Rates on behalf of other precepting authorities. As such the Collection Fund is an agent's statement that reflects the statutory obligation for billing authorities to maintain a separate Collection Fund. The statement shows the transactions of the billing Council in relation to the collection from taxpayers and ratepayers, and distribution to local authorities and the Government of Council Tax and Non-Domestic Rates.

The Pension Fund Accounts

The Barking & Dagenham Pension Fund is part of the Local Government Pension Scheme and is administered by the London Borough of Barking & Dagenham. The Fund is financed by contributions from members, employers and from interest and dividends on the Fund's investments.

The Annual Governance Statement

This Statement summarises the systems and processes, cultures and values by which this Council is directed and controlled and through which it accounts to, engages with and where appropriate, leads the community. It identifies any gaps or weaknesses and implements responding action plans.

Notes to the Accounts

The notes to the accounts provide additional disclosures in respect of the entries within the main financial statements. They explain the basis of the figures included in the accounts. The accounts can only be properly appreciated if the policies, accounting estimates and judgements, which have been followed in dealing with material items, are explained.

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Town Hall Square
1 Clockhouse Ave
Barking
IG11 7LU

Email: Thomas.Mulloy@lbbd.gov.uk

STATEMENT OF RESPONSIBILITIES

The Council's responsibilities

The Council is required to:

- Make arrangements for the proper administration of its financial affairs and to secure that one of its officers (the Chief Financial Officer) has responsibility for the administration of those affairs;
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- Approve the Statement of Accounts.

The Chief Financial Officer's responsibilities

The Chief Financial Officer is responsible for the preparation of the Statement of Accounts (which includes the financial statements) in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom ('the Code').

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

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that were reasonable and prudent;
- complied with the Code;
- kept proper accounting records which were up to date;
- taken reasonable steps for the prevention and detection of fraud and other irregularities;
- assessed the Council's [and the Group's] ability to continue as a going concern, disclosing, as applicable, matters related to going concern;
- used the going concern basis of accounting on the assumption that the functions of the Council [and the Group] will continue in operational existence for the foreseeable future; and
- maintained such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

I certify that the Statement of Accounts gives a true and fair view of the financial position of the Council at 31 March 2019 and of its income and expenditure for the year then ended.



Claire Symonds
Chief Operating Officer (Section 151)
Date: 30 May 2019

TO ADD WHEN AUDITED

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EXPENDITURE AND FUNDING ANALYSIS

Net Expenditure Chargeable to the General Fund and HRA Balances	2017/18	Net Expenditure in the Comprehensive Income and Expenditure Statement		2018/19		Net Expenditure in the Comprehensive Income and Expenditure Statement
	Adjustments between the Funding and Accounting Basis			Net Expenditure Chargeable to the General Fund and HRA Balances	Adjustments between the Funding and Accounting Basis	
				£000	£000	£000
10,638	776	11,414	SDI Commissioning	8,044	894	8,938
8,230	6	8,236	Core	9,479	129	9,608
16,929	(33,106)	(16,177)	Central	3,201	(36,926)	(33,725)
3,090	9,781	12,871	Education, Youth & Childcare	3,784	16,927	20,711
(1,447)	0	(1,447)	Dedicated Schools Grant (DSG)	1,714	0	1,714
868	9,857	10,725	Law, Governance & HR	(1,985)	267	(1,718)
(8,620)	(21,123)	(29,743)	Housing Revenue Account (HRA)	(10,270)	(4,824)	(15,094)
2,847	282	3,129	Policy & Participation	3,427	295	3,722
76,998	1,024	78,023	Care & Support	77,899	1,208	79,107
725	241	966	Inclusive Growth	(42)	112	70
11,441	3,014	14,454	Community Solutions	9,566	3,705	13,271
7,588	1,071	8,659	My Place	11,939	11,327	23,266
9,449	825	10,274	Contracted Services	6,784	392	7,176
138,736	(27,352)	111,383	Net Cost of Services	123,540	(6,494)	117,046
(8,617)	79,935	71,318	Other Operating Expenditure (Note 6)	12,537	(14,042)	(1,505)
23,114	9,963	33,077	Financing & Investment Income and Expenditure (Note 7)	13,262	9,467	22,729
(152,878)	(39,017)	(191,895)	Taxation & Non-specific Grant Income and Expenditure (Note 8)	(151,164)	(27,362)	(178,524)
355	23,529	23,883	(Surplus) / Deficit on Provision of Services	(1,825)	(38,431)	(40,254)
			Opening General Fund and HRA Balance	90,155		
			Less/Plus Surplus or (Deficit) on General Fund and HRA Balance in Year	1,825		
			Closing General Fund and HRA Balance at 31 March	91,980		

COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

2017/18			2018/19			
Gross Expenditure £000	Gross Income £000	Net Expenditure £000		Gross Expenditure £000	Gross Income £000	Net Expenditure £000
31,963	(20,548)	11,414	SDI Commissioning	27,518	(18,580)	8,938
13,276	(5,040)	8,236	Core	15,272	(5,664)	9,608
128,423	(144,600)	(16,177)	Central	96,690	(130,415)	(33,725)
24,899	(12,028.40)	12,871	Education, Youth & Childcare	30,742	(10,031)	20,711
266,382	(267,829.00)	(1,447)	Dedicated Schools Grant (DSG)	468,291	(466,577)	1,714
21,907	(11,182.47)	10,725	Law, Governance & HR	11,381	(13,099)	(1,718)
79,621	(109,363.91)	(29,743)	Housing Revenue Account (HRA)	92,011	(107,105)	(15,094)
4,806	(1,677)	3,129	Policy & Participation	5,505	(1,783)	3,722
109,733	(31,710)	78,023	Care & Support	118,522	(39,415)	79,107
5,850	(4,885)	966	Inclusive Growth	9,527	(9,457)	70
38,747	(24,293)	14,454	Community Solutions	43,188	(29,917)	13,271
13,588	(4,929)	8,659	My Place	32,955	(9,689)	23,266
11,694	(1,420)	10,274	Contracted Services	8,442	(1,266)	7,176
750,889	(639,506)	111,383	Cost of Services	960,044	(842,998)	117,046
		71,318	Other Operating Expenditure (Note 6)			(1,505)
		33,077	Financing and Investment Income and Expenditure (Note 7)			22,729
		(191,895)	Taxation and Non-specific Grant Income (Note 8)			(178,524)
		23,883	Deficit/ (Surplus) on Provision of Services			(40,254)
			Deficit / (Surplus) on Revaluation of Property, Plant & Equipment Assets and Financial Instruments			22,053
		(467,815)	Re-measurement of the Net Defined Benefit Liability/(Asset) (Note 34)			62,160
		(26,281)	Other Comprehensive Income and Expenditure			84,213
		(494,096)				
		(470,212)	Total Comprehensive Income and Expenditure			43,960

MOVEMENT IN RESERVES STATEMENT

	General Fund Balance £000	Housing Revenue Account £000	Capital Receipts Reserve £000	Capital Grants Unapplied £000	Major Repairs Reserve £000	Total Usable Reserves £000	Unusable Reserves £000	Total Council Reserves £000
Balance at 31 March 2017	70,881	19,629	22,587	74,027	1,000	188,124	1,067,068	1,255,192
Movement in reserves during 2017/18								
Total Comprehensive Income and Expenditure	(62,173)	38,289				(23,884)	494,096	470,212
Adjustments between accounting basis & funding basis under regulations (Note 4)	65,598	(42,068)	8,138	1,787	(687)	32,768	(32,768)	0
Increase/(Decrease) in 2017/18	3,425	(3,779)	8,138	1,787	(687)	8,884	461,328	470,212
Balance at 31 March 2018	74,309	15,849	30,726	75,814	312	197,011	1,528,396	1,725,404
Movement in reserves during 2018/19								
Total Comprehensive Income and Expenditure	20,310	19,943				40,253	(84,213)	(43,960)
Adjustments between accounting basis & funding basis under regulations (Note 4)	(19,319)	(19,112)	(1,126)	(46,250)	(78)	(85,885)	85,885	0
Increase/(Decrease) in 2018/19	991	831	(1,126)	(46,250)	(78)	(45,632)	1,672	(43,960)
Balance at 31 March 2019	75,300	16,680	29,600	29,564	234	151,379	1,530,068	1,681,447
General Fund analysed over:								
Amounts earmarked (Note 5)	58,269							
Amounts uncommitted	17,031							
Total GF Balance at 31 March 2019	75,300							
Housing Revenue Account analysed over:								
Amounts earmarked (Note 5)		5,381						
Amounts uncommitted		11,299						
Total HRA Balance at 31 March 2019		16,680						

BALANCE SHEET

31 March 2018		Note	31 March 2019
£'000			£'000
2,559,513	Property, Plant and Equipment	9	2,716,709
6,622	Heritage Assets		6,592
61,606	Investment Property	10	64,297
6,954	Intangible Assets		8,527
273,953	Long Term Debtors & Investments	11	330,529
2,908,648	Long Term Assets		3,126,654
42,000	Short Term Investments	11	25,500
2,784	Assets Held for Sale		2,500
478	Inventories		411
94,397	Short Term Debtors	12	128,201
11,825	Cash and Cash Equivalents	13	15,280
151,484	Current Assets		171,892
(46,000)	Short Term Borrowing	11	(96,000)
(99,079)	Short Term Creditors	14	(82,649)
(406)	Receipts in Advance - Capital Grants	25	(8,205)
(526)	Provisions	15	0
(146,011)	Current Liabilities		(186,855)
(140,463)	Long Term Creditors	11	(135,821)
(9,868)	Long Term Provisions	15	(11,055)
(595,146)	Long Term Borrowing	11	(751,613)
(443,240)	Pensions Liability	34	(531,758)
(1,188,717)	Long Term Liabilities		(1,430,246)
1,725,404	Net Assets		1,681,445
(197,008)	Usable Reserves		(151,379)
(1,528,396)	Unusable Reserves	17	(1,530,066)
(1,725,404)	Total Reserves		(1,681,445)

I certify that the statement of accounts presents a true and fair view of the financial position as at 31 March 2019 and its income and expenditure for the year then ended.

Claire Symonds
 Chief Operating Officer (Section 151)
 Date:

CASH FLOW STATEMENT

2017/18 £000	2018/19 £000
	Note
(23,884) Net Surplus or (Deficit) on the Provision of Services	40,254
Adjustments to Net Surplus or Deficit on the Provision of Services for	
92,624 Non-cash Movements	18a 9,508
Adjustments for Items Included in the Net (Surplus) or Deficit on the	
<u>(55,711)</u> Provision of Services that are Investing and Financing Activities	18a <u>(60,742)</u>
13,029 Net Cash Flows from Operating Activities	(10,980)
(99,057) Investing Activities	18c (196,141)
<u>96,046</u> Financing Activities	18d <u>210,575</u>
10,018 Net Increase or Decrease in Cash and Cash Equivalents	3,455
<u>1,807</u> Cash and Cash Equivalents at the beginning of the Reporting Period	11 <u>11,825</u>
<u>11,825</u> Cash and Cash Equivalents at the end of the Reporting Period	11 <u>15,280</u>

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Notes to the Accounts

for the year ended
31st March 2019



NOTES TO THE ACCOUNTS

Table of Contents	Page No
1. Material items of Income and Expense	30
2. Expenditure & Funding Note	30
3. Expenditure & Income Analysed by Nature	33
4. Adjustments Between Accounting and Funding Basis.....	33
5. Transfers to / (from) Earmarked Reserves	37
6. Other Operating Expenditure	38
7. Financing and Investment Income and Expenditure.....	38
8. Taxation and Non-Specific Grant Income.....	38
9. Property, Plant and Equipment	38
10. Investment Properties	42
11. Financial Instruments.....	43
12. Debtors	53
13. Cash and Cash Equivalents.....	53
14. Creditors	53
15. Provisions	54
16. Usable Reserves	54
17. Unusable Reserves.....	54
18. Cash Flow Statement – Net Cash Flows from Operating Activities	58
19. Trading Operations	59
20. Pooled Budgets	59
21. Members Allowances.....	59
22. Senior Officers’ Remuneration (including Teachers)	60
23. External Audit costs	66
24. Dedicated Schools Grant (DSG)	66
25. Grant Income	67
26. Related Parties	68
27. Capital Expenditure and Capital Financing	71
28. Leases.....	72
29. Private Finance Initiatives and similar contracts.....	73
30. Impairment Losses.....	76
31. Termination Benefits	76
32. Trust Funds	76
33. Pensions Schemes accounted for as Defined Contribution Schemes	76
34. Defined Benefit Pension Schemes.....	78
35. Accounting standards that have been issued but have not yet been adopted	83
36. Critical Judgements in Applying Accounting Policies.....	83
37. Assumptions Made About the Future and Other Major Sources of Estimation Uncertainty.....	83
38. Statement of Accounting Policies.....	85

NOTES TO THE ACCOUNTS

1. Material items of Income and Expense

Property, Plant and Equipment (PPE)

There has been a significant increase in the value of Property, Plant and Equipment in 2018/19. The overall value has increased by £157.1 m in 2018/19 (2017/2018 £517m). This increase is mainly attributable to additions to PPE of £219.8m, revaluation losses of PPE of £35.6m and disposals of £16.7m. The significant increase revaluations is mainly attributable to change in methodology by our valuers in the valuation of assets which uses the Depreciated Replacement Cost approach. The new methodology results in an increase in land values reflecting current audit practice.

2. Expenditure & Funding Note

Adjustments between Funding and Accounting Basis 2018/19

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement (CIES) amounts	Adjustments for Capital Purposes (Note i)	Net change for the Pensions Adjustments (Note ii)	Other Differences (Note iii)	Total Adjustments
	£000	£000	£000	£000
SDI Commissioning	894			894
Core	129			129
Central	(47,808)	12,813	(1,931)	(36,926)
Education, Youth & Childcare	16,927			16,927
Dedicated Schools Grant (DSG)				0
Law, Governance & HR	267			267
Housing Revenue Account (HRA)	(6,253)	1,438	(9)	(4,824)
Policy & Participation	295			295
Care & Support	1,208			1,208
Inclusive Growth	112			112
Community Solutions	3,705			3,705
My Place	11,327			11,327
Contracted Services	392			392
Net Cost of Services	(18,805)	14,251	(1,940)	(6,494)
Other Operating Expenditure	(14,042)			(14,042)
Financing and Investment Income and Expenditure	(2,640)	12,107		9,467
Taxation and Non-specific Grant Income and Expenditure	(32,163)		4,801	(27,362)
Difference between General Fund surplus or deficit and CIES Surplus or Deficit on the Provision of Services	(67,650)	26,358	2,861	(38,431)

NOTES TO THE ACCOUNTS

Adjustments between Funding and Accounting Basis 2017/18

Adjustments from General Fund to arrive at the Comprehensive Income and Expenditure Statement (CIES) amounts	Adjustments for Capital Purposes (Note i)	Net change for the Pensions Adjustments (Note ii)	Other Differences (Note iii)	Total Adjustments
	£000	£000	£000	£000
SDI Commissioning	776			776
Core	6			6
Central	(33,106)			(33,106)
Education, Youth & Childcare	9,781			9,781
Dedicated Schools Grant (DSG)	0			0
Law, Governance & HR	9,857			9,857
Housing Revenue Account (HRA)	(22,577)	1,454		(21,123)
Policy & Participation	282			282
Care & Support	4,038			4,038
Inclusive Growth	241			241
Community Solutions	0			0
My Place	1,071			1,071
Contracted Services	825			825
Net Cost of Services	(28,806)	1,454	0	(27,352)
Other Operating Expenditure	79,935			79,935
Financing & Investment Income and Expenditure	(2,135)	12,098		9,963
Taxation & Non-specific Grant Income and Expenditure	(39,017)			(39,017)
Difference between General Fund surplus or deficit and CIES Surplus or Deficit on the Provision of Services	9,977	13,552	0	23,529

Note (i) - Adjustments for Capital Purposes

Adjustments for capital purposes - this column adds in depreciation and impairment and revaluation gains and losses in the services line, and for:

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

Note (ii) - Net Change for the Pensions Adjustments

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

- For **services** this represents the removal of the employer pension contributions made by the authority as allowed by statute and the replacement with current service costs and past service costs.
- For **Financing and investment income and expenditure** - the net interest on the defined benefit liability is charged to the CIES.

Note (iii) - Other Differences

Other differences between amounts debited/credited to the Comprehensive Income and Expenditure Statement and amounts payable/receivable to be recognised under statute:

- For **Financing and investment income and expenditure** - the other differences column recognises adjustments to the General Fund for the timing differences for premiums and discounts.
- The charge under **Taxation and non-specific grant income and expenditure** represents the difference between what is chargeable under statutory regulations for council tax and NDR that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.

NOTES TO THE ACCOUNTS

3. Expenditure & Income Analysed by Nature

The Council's expenditure and income are analysed as

	2017-18 £000	2018-19 £000
Expenditure		
Employee benefits expenses	326,917	323,582
Other services expenses	608,408	622,380
Depreciation, amortisation, impairment	18,767	24,459
Interest payments	37,517	29,219
Precepts and levies	12,053	12,537
Payments to Housing Capital Receipts pool / Weavers	1,519	2,108
Gain on the disposal of assets	52,410	(16,150)
Total expenditure	1,057,590	998,135
Income		
Fees, charges and other service income	(256,038)	(572,889)
Interest and investment income	(4,995)	(8,879)
Income from council tax and non-domestic rates	(75,431)	(92,389)
Government grants and contributions	(697,243)	(364,231)
Total income	(1,033,706)	(1,038,388)
Surplus or Deficit on the Provision of Services	23,884	(40,253)

4. Adjustments Between Accounting and Funding Basis

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 arrive at the resources that are specified by statutory provisions as being available to the authority to meet future capital and revenue expenditure. The following sets out a description of the reserves that the adjustments are made against.

General Fund Balance

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

Housing Revenue Account Balance

The Housing Revenue Account Balance reflects the statutory obligation to maintain a revenue account for local authority council housing provision in accordance with Part VI of the Local Government and Housing Act 1989. It contains the balance of income and expenditure as defined by the 1989 Act that is available to fund future expenditure in connection with the Council's landlord function or (where in deficit) that is required to be recovered from tenants in future years.

Major Repairs Reserve

The authority is required to maintain the Major Repairs Reserve, which controls an element of the capital resources limited to being used on capital expenditure on HRA assets or the financing of

NOTES TO THE ACCOUNTS

historical capital expenditure by the HRA. The balance shows the capital resources that have yet to be applied at the year-end.

Capital Receipts Reserve

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

Capital Grants Unapplied

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

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NOTES TO THE ACCOUNTS

4. Adjustments between accounting basis and funding basis under regulations (con't)

2018/19	Usable Reserves				
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Major Repairs Reserve £'000	Capital Grants Unapplied £'000
Adjustments to the Revenue Reserve					
<i>Amounts by which income and expenditure included in the CIES are different from revenue for the year calculated in accordance with statutory requirements:</i>					
- Pension costs (transferred to/from the Pensions Reserve)	(23,678)	(2,680)			
- Council tax and NDR (transfers to/from Collection Fund Adjustment Account)	(4,801)				
- Holiday pay (transferred to the Accumulated Absences Reserve)	1,931	9			
- Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure	31,469	(41,358)			(32,163)
Total	4,921	(44,029)			(32,163)
Adjustments between Revenue and Capital Resources					
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	2,228	29,685	(31,913)		
Payments to the government housing receipts pool	(1,299)		1,299		
Payments to Weavers	(810)		810		
Posting of HRA resources from revenue to the Major Repairs Reserve		33,456		(33,456)	
Statutory provision for the repayment of debt	10,298				
Capital expenditure financed from revenue balances	3,980				
Total	14,398	63,141	(29,805)	(33,456)	
Adjustments to Capital Resources					
Use of the Capital Receipts Reserve to finance capital expenditure			30,931		
Use of the Major Repairs Reserve to finance capital expenditure				33,534	
Application of capital grants to finance capital expenditure					78,413
Total			30,931	33,534	78,413
Total Adjustments	19,319	19,112	1,126	78	46,250

NOTES TO THE ACCOUNTS

4. Adjustments between accounting basis and funding basis under regulations (con't)

2017/18	Usable Reserves				
	General Fund Balance £'000	Housing Revenue Account £'000	Capital Receipts Reserve £'000	Major Repairs Reserve £'000	Capital Grants Unapplied £'000
Adjustments to the Revenue Reserve					
<i>Amounts by which income and expenditure included in the CIES are different from revenue for the year calculated in accordance with statutory requirements:</i>					
- Pension costs (transferred to/from the Pensions Reserve)	28,177				
- Council tax and NDR (transfers to/from Collection Fund Adjustment Account)	2,302				
- Holiday pay (transferred to the Accumulated Absences Reserve)	1,793				
- Reversal of entries included in the Surplus or Deficit on the Provision of Services in relation to capital expenditure	(102,542)	(37,002)			38,723
Total	(70,270)	(37,002)	0	0	38,723
Adjustments between Revenue and Capital Resources					
Transfer of non-current asset sale proceeds from revenue to the Capital Receipts Reserve	1,533	37,432	(38,965)		
Payments to the government housing receipts pool	(1,519)		1,519		
Payments to Weavers	(5,336)		5,336		
Posting of HRA resources from revenue to the Major Repairs Reserve		(46,226)		46,226	
Statutory provision for the repayment of debt	9,482	588			
Capital expenditure financed from revenue balances	512	3140			
Total	4,672	(5,066)	(32,110)	46,226	0
Adjustments to Capital Resources					
Use of the Capital Receipts Reserve to finance capital expenditure			40,247		
Use of the Major Repairs Reserve to finance capital expenditure				(45,539)	
Application of capital grants to finance capital expenditure					(36,936)
Total	0	0	40,247	(45,539)	(36,936)
Total Adjustments	(65,598)	(42,068)	8,138	(687)	1,787

NOTES TO THE ACCOUNTS

5. Transfers to / (from) Earmarked Reserves

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

	Balance at 31/03/2017 £000	Transfers in during 2017/18 £000	Transfers out during 2017/18 £000	Balance at 31/03/2018 £000	Transfer s in during £000	Transfers out during £000	Balance at 31/03/2019 £000
General Fund							
Balances held by schools under a scheme of delegation:							
- Local Management of Schools	9,154	15,282	(15,537)	8,899	-	(1,998)	6,901
- Dedicated Schools Grant	3,674	1,702	-	5,376	214	-	5,590
PFI reserve	10,623	1,344	-	11,967	661	-	12,628
Departmental Reserves	2,748	726	-	3,474	235	(2,527)	1,182
Budget Support	11,199	1,426	-	12,625	6,308	(6,637)	12,296
Corporate Restructuring	2,006	735	(2,006)	735	-	-	735
Spend to Save	-	-	-	-	3,403	(1,044)	2,359
Collection Fund Equalisation Reserve	1,581	-	(435)	1,146	401	(205)	1,342
Other Miscellaneous	905	92	(365)	632	-	-	632
Insurance	1,639	-	-	1,639	-	-	1,639
Capital Investment Reserve	3,575	-	-	3,575	330	-	3,905
Public Health	161	72	-	233	-	-	233
Legal Trading Reserve	1,015	-	(200)	815	-	(662)	153
LEP Housing Rental Reserve	1,394	-	(528)	866	180	(106)	940
Elections Reserve	223	-	-	223	-	(4)	219
VAT Market Repayment	211	39	(78)	172	537	(2,291)	(1,582)
Council's Entities	1,444	1,205	-	2,649	4,333	-	6,982
Education, Youth and Childcare	-	1,250	-	1,250	890	(1,239)	901
Corporate Infrastructure	-	1,000	-	1,000	214	-	1,214
Total General Fund	51,552	24,873	(19,149)	57,276	17,705	(16,711)	58,269
HRA							
Leasehold Repairs	8,972	-	(3,779)	5,193	188	-	5,381
Total HRA	8,972	-	(3,779)	5,193	188	-	5,381

NOTES TO THE ACCOUNTS

6. Other Operating Expenditure

	2017/18	2018/19
	£000	£000
Levies	12,053	12,537
Payments to the Government Housing Capital Receipts Pool	1,519	1,299
Payments to B&D Reside Weavers LLP	5,336	810
(Gains)/losses on the disposal of non-current assets	52,410	(16,150)
Total	71,318	(1,504)

7. Financing and Investment Income and Expenditure

	2017/18	2018/19
	£000	£000
Interest payable and similar charges	25,066	29,219
Pensions interest cost and expected return on pensions assets	13,268	12,107
Interest receivable and similar income	(3,790)	(8,880)
Income and expenditure in relation to investment properties	(2,510)	(6,642)
Changes in fair value of investment properties	2,135	(2,691)
(Gains)/Losses on Trading Accounts	(1,091)	(384)
Total	33,078	22,729

8. Taxation and Non-Specific Grant Income

	2017/18	2018/19
	£000	£000
Council Tax income & Retained Business Rates	(76,721)	(92,389)
Non-ring fenced Government Grants	(74,786)	(53,972)
Capital Grants & Contributions	(40,388)	(32,163)
Total	(191,895)	(178,524)

9. Property, Plant and Equipment

The movements in the Council's Property, Plant and Equipment for the year 2017/18 are set out in the table below. Estimated asset lives and depreciation rates are set out in the Accounting Policies.

The Council revalues its Property, Plant and Equipment on a five year basis (25% each of the last four years of the programme and an impairment review at the end of the financial year) using its valuers, Wilks, Head & Eve.

The Council's social housing stock has been valued in line with the Department of Communities and Local Government's (CLG) "Stock Valuation for Resource Accounting Guidance for Valuers" which is based on the Existing Use Value for Social Housing (EUV-SH). This methodology is a departure from International Accounting Standards but is in accordance with current CIPFA and Treasury guidance.

NOTES TO THE ACCOUNTS

2018/19

	Council Dwellings £000	Other Land & Buildings £000	Vehicles Plant & Equipment £000	Infrastructure Assets £000	Community Assets £000	Assets Under Construction £000	Surplus Asset £000	Total PPE £000	PFI Included in PPE £000
Cost or Valuation at 1 April 2018	1,127,164	1,196,665	33,119	193,745	10,586	85,577	31,248	2,678,103	152,434
Additions	57,658	23,920	3,461	9,369	3,595	121,748		219,751	774
Donations	-							-	
Revaluations recognised in the Revaluation Reserve	56,347	57,565			45,858		-	159,770	
Revaluations recognised in the Provision of Services	(26,658)	(167,436)			(378)		(884)	(195,356)	(14,112)
De-recognition due to disposals	(14,155)	(1,003)	(1,513)					(16,671)	
Transfer to subsidiary								-	
Reclassifications to other assets	26,797	20,709	1,163		2,546	(52,719)	1,789	285	
Cost or Valuation at 31 March 2019	1,227,152	1,130,420	36,230	203,114	62,208	154,606	32,153	2,845,882	139,095
Accumulated Depreciation at 1 April 2018	-	(3,070)	(28,932)	(86,587)	-	-	-	(118,589)	-
Depreciation charge	(15,933)	(20,038)	(1,724)	(10,062)				(47,756)	(2,403)
Depreciation written out to the Provision of Services	7,455	15,248						22,703	2,403
Depreciation written out to the Revaluation Reserve	8,478	5,083						13,561	
Reclassifications to other assets								-	
De-recognition due to disposals			908					908	
Accumulated Depreciation at 31 March 2019	0	(2,777)	(29,748)	(96,648)	-	-	-	(129,173)	-
Net Book Value at: 31 March 2019	1,227,152	1,127,642	6,482	106,466	62,208	154,606	32,153	2,716,709	139,095

NOTES TO THE ACCOUNTS

2017/18

	Council Dwellings £000	Other Land & Buildings £000	Vehicles Plant & Equipment £000	Infrastructure Assets £000	Community Assets £000	Assets Under Construction £000	Surplus Asset £000	Total PPE £000	PFI Included in PPE £000
Cost or Valuation at 1 April 2017	1,061,116	737,341	32,486	180,488	10,597	128,101	1,860	2,151,989	49,166
Additions	69,218	20,202	635	13,256	133	52,379	9,407	165,229	397
Donations	-							-	
Revaluations recognised in the Revaluation Reserve	(2,842)	436,726			(7)		2,974	436,851	55,157
Revaluations recognised in the Provision of Services	(5,927)	33,614			(137)		(3,721)	23,830	47,714
De-recognition due to disposals	(16,762)	(85,032)						(101,794)	
Transfer to subsidiary								-	
Reclassifications to other assets	22,359	53,815				(94,901)	20,727	2,000	
Cost or Valuation at 31 March 2018	1,127,163	1,196,666	33,121	193,744	10,586	85,578	31,248	2,678,106	152,434
Accumulated Depreciation at 1 April 2017	-	(6,041)	(26,386)	(77,189)	-	-	-	(109,616)	-
Depreciation charge	(14,997)	(14,142)	(2,548)	(9,399)				(41,086)	(1,002)
Depreciation written out to the Provision of Services	5,130	3,777					86	8,993	1,002
Depreciation written out to the Revaluation Reserve	9,867	13,249						23,116	
Reclassifications to other assets		86					(86)		
De-recognition due to disposals								-	
Accumulated Depreciation at 31 March 2018	(0)	(3,071)	(28,934)	(86,588)	-	-	(0)	(118,593)	-
Net Book Value at: 31 March 2018	1,127,162	1,193,595	4,187	107,156	10,586	85,578	31,248	2,559,513	152,434

NOTES TO THE ACCOUNTS

Property Plant and Equipment (PPE) (continued)

At 31 March 2019 the Council had entered into the following contracts amounting to £67.0m (2017/18 £111.3m) for the construction or enhancement of its Property, Plant and Equipment in 2019/20 and future years. The major contractual commitments are:

	£000
<u>Education, Youth and Childcare</u>	
Lymington Fields School 2016	15,080
New Gascoigne Secondary School	6,745
Roding Fire	1,678
	23,503
 <u>Investment Strategy</u>	
Purchase of Welbeck Wharf	17,755
Becontree Heath New Build	9,793
Land Acquisitions 2017-19	1,514
Gascoigne East Ph2	943
	30,005
 <u>Regeneration</u>	
Gascoigne West (Housing Zone)	1,121
Sebastian Court - Redevelop	745
	1,866
 <u>Housing</u>	
Modular programme 2016-18	5,192
Fire safety improvement works	2,056
Central Heating	895
Decent Homes (North) 2015-16	933
Gascoigne East	1,383
External Fabric – Blocks	1,223
	11,684
 TOTAL	67,057

NOTES TO THE ACCOUNTS

10. Investment Properties

Investment Properties are assets owned by the Council and are held solely to earn rentals or for capital appreciation or both. The following items of income and expense have been accounted for in the Comprehensive Income and Expenditure Statement:

	2017/18	2018/19
	£000	£000
Rental income from investment property	5,352	7,183
Direct operating expenses arising from investment property	(2,842)	(541)
Net gain	2,510	6,642

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

Investment properties are shown at fair value at the balance sheet date and are subject to revaluation annually and any changes in valuation are reflected in the fair value of assets.

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

	2017/18	2018/19
	£000	£000
Balance at start of the year	65,673	61,606
Additions	69	0
Disposals	0	0
Reclassifications	(2,000)	0
Net gains/(losses) from fair value adjustments/revaluations	(2,135)	2,691
Balance at end of the year	61,606	64,298

Fair Value Hierarchy

All the Council's investment properties have been value assessed as Level 2 on the fair value hierarchy for valuation purposes (see Accounting Policy for an explanation of the fair value levels).

Valuation Techniques Used to Determine Level 2 Fair Values for Investment Property

The fair value of investment property has been measured using a market approach, which takes into account quoted prices for similar assets in active markets, existing lease terms and rentals, research into market evidence including market rentals and yields, the covenant strength for existing tenants, and data and market knowledge gained in managing the Council's Investment Asset portfolio.

Market conditions are such that similar properties are actively purchased and sold and the level of observable inputs are significant, leading to the properties being categorised as level 2 on the fair value hierarchy.

There has been no change in the valuation techniques used during the year for investment properties.

Highest and Best Use

In estimating the fair value of the Council's investment properties, they are valued at the higher of current use and potential alternative use (if different to current use).

Valuation Process for Investment Properties

The Council's investment properties have been valued by Wilks, Head & Eve in accordance with the I out in the professional standards of the Royal Institution of Chartered Surveyors.

11. Financial Instruments

Financial instruments are recognised on the Balance Sheet when the Council becomes party to the contractual provisions of a financial instrument. They are classified based on the business model for holding the instruments and their expected cashflow characteristics.

Financial Liabilities

Financial liabilities are initially measured at fair value and subsequently measured at amortised cost. For the Council's borrowing this means that the amount presented in the Balance Sheet is the outstanding principal repayable (plus accrued interest).

Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement are based on the carrying amount of the liability, multiplied by the effective rate of interest for the instrument.

The Authority's loan portfolio at year end consisted of Public Works Loan Board (PWLB), market debt and temporary borrowing. Other types of financial liabilities the Authority has include service concession arrangements (PFI Schemes), finance leases and trade payables (creditors).

Financial Assets

Financial assets are now classified into one of three categories:

Financial assets held at amortised cost. These represent loans and loan-type arrangements where repayments or interest and principal take place on set dates and at specified amounts. The amount presented in the Balance Sheet represents the outstanding principal received plus accrued interest. Interest credited to the CIES is the amount receivable as per the loan agreement.

Fair Value Through Other Comprehensive Income (FVOCI). These assets are measured and carried at fair value. All gains and losses due to changes in fair value (both realised and unrealised) are accounted for through a reserve account, with the balance debited or credited to the CIES when the asset is disposed of. The Council did not hold any FVOCI at 31 March 2019.

Fair Value Through Profit and Loss (FVTPL). These assets are measured and carried at fair value. All gains and losses due to changes in fair value (both realised and unrealised) are recognised in the CIES as they occur. The Council did not hold any FVTPL at 31 March 2019.

The expected credit loss (ECL) implications for those financial assets not treated as fair value are minimal for the majority of the treasury investment as the Authority adopts strict credit quality arrangements in accordance with the CIPFA Treasury Management Code of Practice. In addition to the day to day treasury investments the Authority also has outstanding loan agreements with a number of third parties, including a number of its wholly owned subsidiaries.

Changes in the value of assets carried at fair value are debited/credited to the Financing and Investment Income and Expenditure line in the CIES as they arise.

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

NOTES TO THE ACCOUNTS

Long Term 2017/18 £000	Short Term 2017/18 £000		Long Term 2018/19 £000	Short Term 2018/19 £000
Financial Assets at Amortised Cost				
199,309	42,000	Investments	253,341	25,500
-	10,593	Cash and Cash Equivalents (see Note 13)	-	14,872
Debtors				
74,644	92,563	Debtors as per Balance Sheet (see Note 12)*	77,189	125,974
	1,834	Accrued Interest Receivable		2,227
Total Debtors				
	(37,452)	Adjustments for statutory debtors - not qualifying as financial assets at amortised cost		(58,214)
74,644	56,945	Total debtors qualifying as Financial Assets at Amortised Cost	77,189	69,988
273,953	109,538	Total Financial Assets	330,529	110,360
Financial Liabilities at Amortised Cost*				
595,146	46,000	Borrowings	751,613	96,000
Creditors				
130,527	3,053	PFI and finance lease liabilities*	128,349	2,800
-	92,627	Creditors as per Balance Sheet (See Note 14)	-	78,202
	3,407	Accrued Interest Payable		4,448
-	(24,081)	Adjustments for statutory short term creditors (not qualifying)	-	(23,136)
130,527	75,006	Total creditors qualifying as financial liabilities at amortised cost	128,349	62,313
725,673	121,006	Total Financial Liabilities	879,962	158,313

* Financial Liabilities at Amortised Costs were previously classified as Loans and Receivables. This change did not lead to any further reclassification of the Council's financial assets or liabilities

Note - Assets arising purely from statutory provisions such as council tax, NNDR and general rates are exempt from the definition of financial assets, which requires a contractual basis.

The following shows an analysis of borrowing by type of debt:

Long Term 2017/18 £000	Current 2017/18 £000		Long Term 2018/19 £000	Current 2018/19 £000
Borrowings				
445,477		PWLB	601,508	
30,000		LOBO's	30,000	
119,669		Other market debt	120,104	
	46,000	Short Term Loans		96,000
595,146	46,000	Total	751,613	96,000

NOTES TO THE ACCOUNTS

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:

2017/18				2018/19					
Financial Liabilities measured at amortised cost	Financial Assets: Loans and Receivables	Assets and Liabilities at Fair Value through Profit and Loss	Total	Financial Liabilities measured at amortised cost	Financial Assets: Loans and Receivables	Available for sale assets	Assets and Liabilities at Fair Value through Profit and Loss	Total	
£000	£000	£000	£000	£000	£000	£000	£000	£000	
(25,859)	0	0	(25,859)	(29,219)	0	0	0	(29,219)	
0	0	0	0	0	0	0	0	0	
0	0	(30)	(30)	0	0	0	(145)	(145)	
0	0	4,120	4,120	0	0	0	8,879	8,879	
(25,859)	0	4,090	(21,769)	(29,219)	0	0	8,734	(20,485)	
Net gain / (loss) for the year									

* Interest Income and Expenditure include HRA

** Fee Expense includes brokerage costs for longer term loans

NOTES TO THE ACCOUNTS

Fair Value of Assets and liabilities carried at Amortised Cost

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

- estimated ranges of interest rates at 31 March 2019 of 1.48% to 2.23% for loans from the PWLB
- 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.

The Council has a continuing ability to borrow at a concessionary rates from the PWLB rather than from the markets, termed the PWLB certainty rate (NL rate). The Fair Value calculations in the table below are based on the NL Rate.

The fair values calculated are as follows:

Carrying Amount	Fair Value based on New Loan Rate		Carrying Amount £000's	Fair Value based on New Loan Rate £000's
£000's	£000's	Financial Assets	£000's	£000's
241,310	241,524	- Investments	278,841	280,927
10,593	10,593	- Cash & Cash Equivalents	14,872	14,872
71,238	71,238	Long-term debtors	77,189	77,189
91,637	91,637	Short-term debtors (excluding Interest Receivable)	67,761	67,761
1,834	1,834	Interest Receivable Accrual	2,227	2,227
416,612	416,826	Total	440,889	442,975
£000's	£000's	Financial Liabilities	£000's	£000's
445,478	523,376	- PWLB	601,508	693,036
149,669	167,261	- Market Loans	150,104	169,556
46,000	46,000	- Temporary Loans	96,000	95,621
133,579	133,579	PFI & Finance Lease	131,149	131,149
92,627	92,627	Short-term creditors (excluding Interest Payable)	55,065	55,065
3,407	3,407	Interest Payable Accrual	4,448	4,448
870,760	966,250	Total	1,038,275	1,148,876

The rates quoted in the above valuation were obtained by the Council's treasury management consultants, Capita Asset Services, from the market on 31 March 2019 using bid prices where applicable. The fair value of the liabilities is higher than the carrying amount because the Council's portfolio of loans includes a number of fixed rate loans where the interest rate payable is higher than the prevailing rates at the Balance Sheet date. This shows a notional future loss (based on economic conditions at 31 March 2019) arising from a commitment to pay interest to lenders above current market rates.

NOTES TO THE ACCOUNTS

The valuation basis adopted for Fair Value calculation uses Level 2 inputs, which are inputs other than quoted prices that are observable for the financial asset / liability.

Available for sale assets and assets and liabilities at fair value through profit and loss are carried in the Balance Sheet at their fair value. These fair values are based on the public price quotations where there is an active market for the instrument.

In the case of Long Term Creditors, Council takes the position that the carrying value of the liabilities fully reflects their fair value. The total reported above reflects creditors balances deemed to be financial liabilities (i.e. expected to be settled in cash or cash equivalents).

Nature and Extent of Risks Arising for Financial Instruments

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

Credit risk – the possibility that other parties might fail to pay amounts due to the Council;

Liquidity risk – the possibility that the Council might not have funds available to meet its commitments to make payments;

Re-financing and Maturity risk – the possibility that the Council might be required to renew a financial instrument on maturity at disadvantageous interest rates or terms; and

Market risk – the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates and stock market movements.

Overall Procedures for Managing Risk in Financial Markets

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

- By formally adopting the requirements of the CIPFA Treasury Management Code of Practice;
- By the adoption of a Treasury Policy Statement and treasury management clauses within its financial regulations/standing orders/constitution;
- By approving annually in advance prudential and treasury indicators for the following three years limiting the Council's overall borrowing:
 - > its maximum and minimum exposures to 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; and
 - >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 Council'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 Council's financial instrument exposure. Actual performance is also reported after each year, as is a mid-year update.

NOTES TO THE ACCOUNTS

The annual treasury management strategy which incorporates the prudential indicators and the Investment Strategy was approved by the Assembly on 22 February 2017, in respect of 2017/18, and is available on the Council website:

<http://moderngov.barking-dagenham.gov.uk/ieListDocuments.aspx?CId=179&MId=6946&Ver=4>

The key issues within the strategy were:

- the revised authorised borrowing limit (GF and HRA) of £1.102bn for 2018/19, which includes £266m for the HRA self-financing debt settlement; and
- to approve the annual investment strategy and creditworthiness policy for 2018/19 outlining the investments that the Council may use for the prudent management of its investment balances

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

Credit Risk

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

This risk is minimised through the Annual Investment Strategy, which requires that deposits are not made with financial institutions unless they meet identified minimum credit criteria, in accordance with the Fitch, Moody's credit ratings and CDS data which it receives from its advisers Link Asset Services as a basis for assessing credit risk as well as other market information. The Annual Investment Strategy also considers maximum amounts and time limits in respect of each financial institution. Deposits are not made with banks and financial institutions unless they meet the minimum requirements of the investment criteria outlined above. Additional selection criteria are also applied after these initial criteria and full details of the Investment Strategy can be found on the Council's website.

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

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

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

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

NOTES TO THE ACCOUNTS

In the past five years the Council has not experienced any exposure to credit risk, based on the levels of default assessed by the ratings agencies and its advisors. The Council does not allow credit for its trade debtors further reducing its exposure to credit risk and has not experienced any defaults in the last five years on its investments.

The carrying value of the exposure by financial instrument is summarised below:

	Criteria	Amount Invested at 31 March 2019 £000
Deposits with Banks	A' rated	106,618
	BBB' rated	0
Deposits with Building Societies	A' rated	0
Deposits with Money Market Funds	AAA' rated	0
UK Government Risk	Local Authority	179,402
Commercial Loans	See Below	79,185
Total Investments		<u>365,206</u>

No breaches of the Council's counterparty criteria occurred during the reporting period and the Council does not expect any losses from the non-performance by any of its counterparties in relation to deposits.

During the year the Council did not give or receive any collateral as security for a financial instrument.

The Council generally requires trade debtors to be settled within 30 days; the aged debtor analysis of unpaid invoices issued through the accounts receivable system is as follows:

Aged Debtor Analysis	31-Mar-18	31-Mar-19
	£000	£000
Less than three months	21,335	30,390
Three to six months	819	1,218
Six months to one year	1,262	1,003
More than one year	3,057	4,501
Total	<u>26,473</u>	<u>37,113</u>

Amounts Arising from Expected Credit Losses

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the borrower could default on their obligations. Credit risk plays a crucial part in assessing losses. Where risk has increased significantly since an instrument was initially recognised, losses are assessed on a lifetime basis. Where risk has not increased significantly or remains low, losses are assessed on the basis of 12-month expected losses. There are currently 10 loans totalling £76.6m, with most of the loans are secured against an asset. The Authority undertook due diligence on the credit quality of these third parties during the awarding of the loans and there is no indication of credit impairment or default at the time these accounts were finalised. During 2018/19 none of the counterparties experienced any financial problems. £150k in loss allowance based on the 12 month ECL basis.

The changes in loss allowance for investments at amortised cost during the year are as follows:

NOTES TO THE ACCOUNTS

Loss allowance by Asset Class

	12mth Expected Credit losses
Investments and Loans at amortised	
Opening balance as at 1 April 2018	
Individual financial assets transferred to 12mth ECL	150.50
Amounts written off	
Changes in models/risk parameters	
As at 31 March 2019	150.50

Liquidity Risk

The Council manages its liquidity position through the risk management procedures above (the setting and approval of prudential indicators and the approval of the 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 needed.

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

Refinancing and Maturity Risk

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

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

The maturity analysis of financial liabilities is as follows, with the maximum and minimum limits for fixed interest rates maturing in each period:

	Actual 31-Mar-18	Actual 31-Mar-19
	£000	£000
Less than one year	46,000	101,000
Between 1 and 2 years		14,000
Between 2 and 5 years	19,000	
Between 5 and 10 years		
More than 10 years	576,146	456,701
Total	641,146	571,701

The maturity analysis of all financial assets, including trade payables and receivables, held by the Council is under one year.

Market Risk

Interest Rate Risk

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

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

The Council has a number of strategies for managing interest rate risk. The Annual Treasury Management Strategy draws together Council's prudential and treasury indicators and its expected treasury operations, including an expectation of interest rate movements. From this Strategy a treasury indicator is set which provides maximum limits for fixed and variable interest rate exposure. The central treasury team 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.

The risk of interest rate loss is partially mitigated by Government grant payable on financing costs.

The treasury management team has an active strategy for assessing interest rate exposure that feeds into the setting of the annual budget and which is used to update the budget quarterly during the year. This allows any adverse changes to be accommodated. The analysis will also advise whether new borrowing taken out is fixed or variable. According to this assessment strategy, at 31 March 2019 if interest rates had been 1% higher with all other variables held constant, the financial effect for 2018/19 would be:

NOTES TO THE ACCOUNTS

	£000
Interest Rate Risk – 1% Increase	
Increase in interest payable on variable rate borrowings*	-
Increase in interest receivable on variable rate investments	<u>2,315</u>
Impact on Surplus or Deficit on the Provision of Services	<u><u>2,507</u></u>
Interest Rate Risk – 1% Decrease	
Decrease in interest payable on variable rate borrowings*	-
Decrease in interest receivable on variable rate investments	<u>2,243</u>
Impact on Surplus or Deficit on the Provision of Services	<u><u>(2,438)</u></u>

*The Council did not hold any variable rate borrowings as at 31 March 2019 and therefore the effect of an increase or decrease in the rate would be nil.

Price Risk

Excluding the Pension Fund, the Council does not generally hold equity shares. As at 31 March 2019 the Council did not hold any Certificates of Deposit.

Foreign exchange risk

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

NOTES TO THE ACCOUNTS

12. Debtors

	2017/18	2018/19
	£000	£000
Central Government Bodies	1,712	2,952
Other Local Authorities	2,626	1,956
NHS Bodies	50	388
Housing Benefits Overpayments	24,975	27,576
Housing Rents	9,467	8,858
Leaseholder Service Charge	1,149	2,507
Payments in Advance	22,346	39,495
Court Costs	4,030	4,438
VAT	13,272	16,093
Other Entities and Individuals	62,041	83,129
Bad Debt Provisions	(48,197)	(59,191)
NNDR	926	0
Total	94,397	128,201

13. Cash and Cash Equivalents

	2017/18	2018/19
	£000	£000
Cash held by the Authority	77	25
Bank current accounts	10,280	8,075
Deposits at Call	1,468	7,180
Total	11,825	15,280

14. Creditors

	2017/18	2018/19
	£000	£000
Central Government Bodies (vat included)	12,558	9,895
VAT	8,618	11,686
Other Local Authorities	4,209	4,774
NHS Bodies	1,298	1,409
Capital Creditor	1,955	57
Lease	3,053	2,800
Employee Benefits	6,770	7,123
Receipts in Advance / Prepayments	6,048	6,927
Third Party Monies	4,696	4,579
Other Entities and Individuals	49,875	33,401
Total	99,080	82,651

NOTES TO THE ACCOUNTS

15. Provisions

	Balance at 1 April 2018 £000	Additional provisions made during 2018/19 £000	Amount used or reversed in 2018/19 £000	Balance at 31 March 2019 £000
Insurance	(5,422)	4,427	(4,096)	(5,091)
Redundancy	(526)	1,091	(565)	0
NDR Appeals	(3,456)	5,533	(8,041)	(5,964)
Other	(990)	990		0
Total	(10,394)	12,041	(12,702)	(11,055)

Insurance Claims

Provision is made for those claims where it is deemed probable that the Council will have to make a settlement, based on past experience of court decisions about liability and the amount of damages payable. The Council may be reimbursed by its insurers, but until claims are actually settled no income is recognised as the insurers will only reimburse amounts above a £150,000 excess.

16. Usable Reserves

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

17. Unusable Reserves

2017/18 £000	Unusable Reserves	2018/19 £000
960,043	Revaluation Reserve	931,361
1,008,453	Capital Adjustment Account	1,130,186
(443,240)	Pensions Reserve	(531,758)
6,556	Collection Fund Adjustment Account	1,755
(3,417)	Accumulated Absences Account	(1,477)
0	Financial Instruments Adjustment Account	0
1,528,395	Total	1,530,067

The breakdown of the first three reserves are provided below.

Revaluation Reserve

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

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

NOTES TO THE ACCOUNTS

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.

2017/18 £000	Revaluation Reserve	2018/19 £000
526,513	Balance at 1 April 2018	960,043
495,538	Upward revaluation of assets	108,936
(33,117)	Downward revaluation of assets and impairment losses not charged to the Surplus/(Deficit) on the Provision of Services	(130,990)
(25,605)	Accumulated gains or losses on assets disposed of in year	(4,427)
(3,286)	Difference between fair value depreciation and Historical cost depreciation	(2,203)
960,043	Balance at 31 March 2019	931,359

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 the Revaluation reserve was created to hold such gains.

Note 2 provide details of the source of all the transactions posted to the Account, apart from those involving the Revaluation Reserve.

NOTES TO THE ACCOUNTS

2017/18	Capital Adjustment Account	2018/19
£000		£000
979,002	Balance at 1 April 2018	1,008,453
	Reversal of items relating to capital expenditure debited or credited to	
(41,114)	- Charges for depreciation and impairment of non-current assets	(47,787)
31,083	- Revaluation gains/(losses) on Property, Plant and Equipment	22,732
(1,954)	- Amortisation of intangible assets	(2,095)
(6,257)	- Revenue expenditure funded from capital under statute	(1,830)
(101,794)	- 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	(15,763)
30,792	Adjusting amounts written out of the Revaluation Reserve	6,629
	Capital financing applied in the year:	
23,972	- Use of the Capital Receipts Reserve to finance new capital	30,931
45,539	- Use of the Major Repairs Reserve to finance new capital	33,534
1,666	- Capital grants and other contributions credited to the Comprehensive Income and Expenditure Statement that have been applied to capital financing	0
36,936	- Application of grants to capital financing from the Capital Grants Unapplied Account	78,413
10,070	- Statutory provision for the financing of capital investment charged against the General Fund and HRA balances	10,298
512	- Capital expenditure charged against the General Fund and HRA Movements in market value of Investment Properties	3,980
<u>1,008,453</u>	Balance at 31 March 2019	<u>1,130,186</u>

Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Council accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs.

Statutory arrangements require benefits earned to be financed as the Council make the employer's contributions to pension funds or eventually pays any pensions for which it is directly responsible. The debit balance on the Pensions Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Council has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

NOTES TO THE ACCOUNTS

2017/18 £000	Pension Reserve	2018/19 £000
(441,344)	Balance at 1 April 2018	(443,240)
24,672	Remeasurements of the net defined benefit liability/asset	(62,160)
(53,337)	Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(54,882)
26,769	Employer pensions' contributions and direct payments to pensioners payable in the year	28,524
(443,240)	Balance at 31 March 2019	(531,758)

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NOTES TO THE ACCOUNTS

18. Cash Flow Statement – Net Cash Flows from Operating Activities

2017/18		2018/19
£000		£000
(23,884)	Net (Deficit) on the Provision of Services	40,254
	Adjust net surplus or deficit on the provision of services for non	
(41,086)	Depreciation	(47,756)
28,641	Impairment and downward valuations	0
(1,954)	Amortisation	(2,095)
3,054	Increase/(Decrease) in Interest Creditors	1,040
5,653	(Decrease) in Creditors	(122)
(1,554)	(Increase)/Decrease in Interest and Dividend Debtors	704
(7,799)	(Increase)/Decrease in Debtors	(142)
32	(Increase)/Decrease in Inventories	67
28,177	Movement in Pension Liability	26,358
1,720	Contributions to/(from) Provisions	(661)
	Carrying amount of non-current assets and non-current assets held for sale, sold or derecognised	31,913
104,281	Other non-cash items	201
(2,899)		<u>9,508</u>
<u>116,266</u>		
	Adjust for items included in the net surplus or deficit on the	
(40,388)	Capital Grants credited to surplus or deficit on the provision of services	(32,163)
(38,965)	property and intangible assets	(28,579)
(79,353)		<u>(60,742)</u>
<u>13,029</u>	Net Cash Flows from Operating Activities	<u>(10,980)</u>

The cash flows for operating activities include the following items:

2017/18		2018/19
£000		£000
3,790	Interest received (cash based)	8,629
(35,960)	Interest paid (cash based)	(39,006)
(165,030)	Purchase of property, plant and equipment, investment property and	(218,977)
(13,379)	Purchase of short-term and long-term investments	(37,906)
38,965	Proceeds from the sale of property, plant and equipment, investment	28,579
40,388	Other receipts from investing activities	32,163
(99,056)	Net Cash Flows from Investing Activities	<u>(196,141)</u>
302	Council tax and NNDR adjustments	6,539
(3,100)	Cash payments for the reduction of the outstanding liabilities relating	(2,430)
98,844	(Repayment) / take-out of short and long-term borrowing	206,467
<u>96,046</u>	Net Cash Flows from Financing Activities	<u>210,575</u>

NOTES TO THE ACCOUNTS

19. Trading Operations

The Council has a trading unit where the service manager is required to operate in a commercial environment and balance their budget by generating income from other parts of the council or other organisations:

- **Barking Market** - The Council operates an open air street market in the centre of Barking generating rental income from stall holders. The (surplus)/deficit amounts reported below include the Council's full costs of operating the market;

	2017/18	2018/19
	£000	£000
Barking Market		
Turnover	(791)	(804)
Expenditure	515	420
(Surplus)/Deficit	<u>(276)</u>	<u>(384)</u>

The financial results of the trading operations are incorporated into the Comprehensive Income and Expenditure Statement, with a net surplus of £384k being included within net cost of services (see note 7).

20. Pooled Budgets

The Better Care Fund is a pool of NHS and Council monies intended to support an increase in the scale and pace of integration and promote joint planning for the sustainability of local health and care economies. On 4 April 2014 the Council agreed a pooled budget arrangement with the Barking and Dagenham Clinical Commissioning Group. The pooled budget is hosted by the Council on behalf of the two partners to the agreement

	2017/18	2018/19
	£000	£000
Funding provided to the pooled budget:		
the Council	8,344	10,567
the CCG	13,415	13,670
	<u>21,759</u>	<u>24,237</u>
Expenditure met from the pooled budget:		
the Council	(8,344)	(10,567)
the CCG	(13,374)	(13,670)
	<u>(21,718)</u>	<u>(24,237)</u>
Total Net Surplus / (Deficit) of the pooled budget	<u>41</u>	<u>0</u>
Net surplus / (deficit) for the Council	0	0
Net surplus / (deficit) for the CCG	41	0

21. Members Allowances

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

NOTES TO THE ACCOUNTS

	2017/18	2018/19
	£000	£000
Basic Allowances	507	518
Special Responsibility Allowances	243	292
Expenses	0	0
Employer's NI	49	46
Total	799	856

For further details, please visit the following website:

<https://www.lbbd.gov.uk/council/councillors-and-committees/councillors/councillors-allowances-and-attendance/overview/>

22. Senior Officers' Remuneration (including Teachers)

Additional disclosure requirements have been introduced as a result of Regulation 4 of the Accounts and Audit (Amendment No.2) (England) Regulations 2009 to increase transparency and accountability for reporting the remuneration of senior employees (those who have executive decision-making power). The disclosure requirements now comprise the following:

- (a) an analysis of the number of employees whose remuneration is in excess of £50k in bands of £5k;
- (b) an additional requirement listing those senior employees whose salary is £50k or more per year but less than £150k by way of job title. This includes statutory officers and non-statutory officers who report direct to the head of paid service; and
- (c) a list of those employees whose salary is in excess of £150k by name and job title.

Remuneration is defined as all amounts paid to or receivable by a person and includes sums due by way of expenses allowance (insofar as those sums are chargeable to United Kingdom income tax) and the estimated monetary value of any benefits received by an employee other than in cash (e.g. benefits in kind).

Salary is generally accepted as the amount received under a contract of employment for services rendered (before the deduction of pension contributions) other than bonuses, allowances, benefits in kind or compensation payments.

a) Senior Officers' Remuneration (including Teachers)

Remuneration is defined as all amounts paid to or receivable by a person, and includes sums due by way of expenses allowance (insofar as those sums are chargeable to United Kingdom income tax) and the estimated monetary value of any benefits received by an employee other than in cash (e.g. benefits in kind).

Salary is generally accepted as the amount received under a contract of employment for services rendered (before the deduction of pension contributions) other than bonuses, allowances, benefits in kind or compensation payments.

Analysis of employees whose remuneration is in excess of £50,000

NOTES TO THE ACCOUNTS

	2017/18		2018/19	
	Non-Teaching Employees	Teaching Employees	Non-Teaching Employees	Teaching Employees
£50,000 - £54,999	51	205	47	202
£55,000 - £59,999	37	119	34	156
£60,000 - £64,999	21	71	17	75
£65,000 - £69,999	12	45	20	55
£70,000 - £74,999	9	27	9	27
£75,000 - £79,999	9	21	2	21
£80,000 - £84,999	3	15	9	15
£85,000 - £89,999	4	15	1	12
£90,000 - £94,999	8	3	1	10
£95,000 - £99,999	0	6	6	4
£100,000 - £104,999	2	4	0	1
£105,000 - £109,999	0	3	0	3
£110,000 - £114,999	6	2	0	1
£115,000 - £119,999	0	1	0	2
£120,000 - £124,999	0	1	0	2
£125,000 - £129,999	0	0	0	2
£130,000 - £134,999	0	0	0	0
£135,000 - £139,999	1	1	0	0
£140,000 - £144,999	1	1	0	1
£145,000 - £149,999	1	0	0	1
£150,000 - £154,999	1	0	0	0
£155,000 - £159,999	0	0	0	0
£160,000 - £164,999	0	0	0	0
£165,000 - £169,999	1	1	0	0
£170,000 - £174,999	0	0	0	0
£175,000 - £179,999	0	0	0	0
£180,000 - £184,999	0	0	0	0
£185,000 - £189,999	0	0	0	1
£190,000 - £194,999	0	0	0	0
£195,000 - £199,999	0	0	0	0
£200,000 - £204,999	0	0	0	0
£205,000 - £209,999	0	0	0	0
£210,000 - £214,999	0	0	0	0
£215,000 - £224,999	0	0	0	0
£225,000 - £239,999	0	0	0	0
£240,000 - £249,999	0	0	0	0
Total	167	541	146	591



NOTES TO THE ACCOUNTS

b) Senior Officers who salary is between £50,000 and £150,000 per year.

Post Held	Year	Notes	Salary, Fees & Allowances	Bonuse s	Expense Allowances	Compensation for Loss of Employment	Sub-total	Employer's Pension Contribution	Total (including pension contributions)
Director of People and Resilience	2018/19	1	36,613				36,613	8,604	45,216
Strategic Director Service Development and Improvement	2018/19	1	107,772				107,772	25,326	133,098
	2017/18		146,450				146,450	34,782	181,232
Commissioning Director of Education	2018/19		113,063				113,063	26,570	139,633
	2017/18		110,846				110,846	26,326	137,172
Chief Operating Officer, Customer, Commercial and Service Delivery	2018/19		149,070				149,070	35,104	184,174
	2017/18		143,083				143,083	33,978	177,061
Transformation Director	2018/19		113,063				113,063	26,570	139,633
	2017/18		110,846				110,846	26,326	137,172
Director Law, Governance and HR (Monitoring Officer)	2018/19		124,861				124,861	29,342	154,203
	2017/18		114,701				114,701	27,232	141,933
Director of Inclusive Growth Strategic Director Growth and Homes	2018/19	2	98,822				98,822	23,427	122,249
	2017/18		112,005			27065	139,070	26,657	165,728
Finance Director	2018/19	5	51,269				51,269	0	51,269
	2017/18		94,628			60235	154,863	28,561	183,424
Director of Community Solutions	2018/19	3	124,861				124,861	29,342	154,203
	2017/18		34,223				34,223	8,042	42,265
Director of Policy and Participation	2018/19	3	113,063				113,063	26,570	139,633
	2017/18		36,949				36,949	8,683	45,632
Director of My Place	2018/19	3	122,400				122,400	28,764	151,164
	2017/18		114,333				114,333	27,112	141,445
Operational Officer of Enforcement	2018/19	4	84,615				84,615	19,423	104,038
	2018/19	4	31,325				31,325	0	31,325
	2017/18	3	103,231				103,231	24,517	127,748

NOTES TO THE ACCOUNTS

- Note 1 The Strategic Director of Service Development and Improvement left the organisation in July 2018 and was replaced by the Director of People and Resilience who joined the council in June 2018. This has been reflected in the split of 2018/19 figures.
- Note 2 The Strategic Director of Growth and Homes left the organisation in February 2018 and was replaced by the Director of Inclusive Growth who joined the council in May 2018.
- Note 3 As part of the restructure within the organisation, four senior posts were created in 2017/18: Director of Community Solutions, Director of Policy and Participation, Director of My Place and Operational Officer of Enforcement. All positions have now been active for a full year hence the variance from 2017/18 to 2018/19.
- Note 4 The Operational Officer of Enforcement left the organisation at the start of February 2019. An Interim Operational Director has been in place since the end of February 2019.
- Note 5 The Finance Director left the organisation in March 2018. An Interim Finance Director has been in place since November 2018 on a part time basis.

NOTES TO THE ACCOUNTS

c) Senior Officers whose salary is £150,000 or more per year

Post Held	Year	Notes	Salary, Fees & Allowances £	Bonuses £	Expense Allowances £	Compensation for Loss of Employment £	Sub -total £	Employer's Pension Contribution £	Total (including pension contributions) £
Chief Executive of the Council	2018/19		171,683				171,683	40,346	212,029
<i>Christopher Naylor</i>	2017/18		168,317				168,317	39,975	208,292
Head Teacher - Jo Richardson	2018/19	1	187,411				187,411	31,455	218,866
Ges Smith	2017/18		-				-	-	-

Salary of Mr Ges Smith, Head Teacher of Jo Richardson School also includes a salary relating to executive cover at Dagenham Park School. The split is as follows:

- Note 1 Jo Richardson Salary £149,929 with pension contributions of £24,556
 Dagenham Park Salary of £37,482 with pension contributions of £6,900

NOTES TO THE ACCOUNTS

d) Exit Packages

The numbers of exit packages with total cost per band and total cost of the compulsory redundancies and other exit packages are set out in the table below. The costs include liabilities in respect of the strain on the Pension Fund.

(a) Exit package cost band	(b) Number of compulsory		(c) Number of other		(d) Total number of exit		(e) Total cost of exit	
	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19
£0 – £20,000	49	14	36	9	85	23	563,294	237,773
£20,001–£40,000	14	16	1	1	15	17	402,145	493,304
£40,001–£60,000	8	9	1	1	9	10	447,504	506,294
£60,001–£80,000	2	2	0	0	2	2	123,815	128,395
£80,001 +	4	7	0	0	4	7	576,479	678,819
Total	77	48	38	11	115	59	2,113,237	2,044,584

NOTES TO THE ACCOUNTS

23. External Audit costs

The Council has incurred the following costs in relation to the audit of the Statement of Accounts and the certification of grant claims.

	2017/18 £000	2018/19 £000
Fees payable for audit of the authority	166	128
Fees payable for audit related assurance services	9	7
Fees payable for mandatory assurance services	23	20
TOTAL	198	155

24. Dedicated Schools Grant (DSG)

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

Details of the deployment of DSG received for 2018/19 is below:

		Central Costs £000	ISB £000	Total 2018/19 £000
Total 2017/18 £000				
253,886	Final DSG for year before Academy recoupment			264,909
40,566	Less: Academy figure recouped			(46,568)
213,320	Total DSG after Academy recoupment			218,341
3,675	Brought forward from previous year			5,377
0	Less: Carry forward to 2018/19 agreed in advance			0
216,995	Agreed initial budget distribution in year	23,880	199,838	223,718
-287	In year adjustments		(427)	(427)
216,708	Final budget distribution for 2018/19	23,880	199,411	223,291
24,095	Less: Actual central expenditure	(18,219)		(18,219)
187,235	Actual ISB deployed to schools		(199,411)	(199,411)
0	Additional carry forward to 2018/10	0	0	0
5,378	Total carry forward to 2018/19	5,661	0	5,661

NOTES TO THE ACCOUNTS

25. Grant Income

The Council credited the following grants, contributions and donations to the Comprehensive Income and Expenditure Statement in 2018/19:

	2017/18	2018/19
	£000	£000
Taxation and Non Specific Grant Income		
RSG (Includes Business Rates Retention Scheme)	65,194	44,353
New Homes Grant	4,993	3,710
Housing & Council Tax Benefits Admin Grant	1,345	1,340
Other grants individually less than £1 million	1,495	4,590
NNDR Compensation grants	1,759	-21
Total	74,786	53,972
Capital Grants	40,388	32,163
Direct to Services		
Dedicated Schools Grant (DSG)	210,361	217,914
Education Funding Agency	20,962	25,863
Pupil Premium	12,649	12,029
Public Health England	17,352	16,906
Department of Work and Pensions	1,445	2,426
Department for Education	1,332	509
Skills Funding Agency	2,250	0
Communities and Local Government	10,539	14,434
Youth Justice Board	415	415
Home Office	1,327	1,199
Mayor's Office for Policing and Crime	481	542
GLA	0	25
Department for Transport	14	14
Department of Health	139	1,053
Other	2,427	3,851
	281,695	297,179
Housing Benefit		
Mandatory Rent Allowances: Subsidy	72,001	64,972
Mandatory Rent Rebates outside HRA	10,479	9,750
Rent Rebates granted to HRA tenants: Subsidy	47,462	42,479
	129,942	117,200

The Council has received a number of grants that have yet to be recognised as income as the conditions attached to them that have not yet been satisfied. The balances at the year-end are as follows:

	2017/18	2018/19
	£000	£000
Capital Grants Received in Advance		
Long Term (Section 106)	(9,772)	(7,362)
Short Term	(406)	(8,205)

26. Related Parties

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

Central Government

Central government has effective control over the general operations of the Council and is responsible for providing the statutory framework within which the Council operates, provides the majority of its funding in the form of grants and prescribes the terms of many of the transactions that the Council has with other parties (e.g. council tax bills, housing benefits). Grants received during the year are further analysed in Note 25.

Members

Members of the Council have direct control over the Council's financial and operating policies.

The total of Members' allowances paid in 2018/19 is shown in Note 21. During 2018/19, no works or services were commissioned from companies in which members had an interest. There have been three declarations by members of personal Related Parties Transactions with the Council in 2018/19. These related to Eastbury Manor House which was hired by Cllr Evelyn Carpenter, Cllr Muhammed Saleem rents a property owned by the council and Cllr Simon Perry purchased 70% of a share ownership property from B&D Reside Regeneration LLP.

Officers

During 2018/19 the Senior Officers of the Council held no pecuniary interests in accordance with section 117 of the Local Government Act 1972 in contracts entered into by the Council.

There have been no declarations by officers of personal Related Parties Transactions with the Council in 2018/19.

Other Public Bodies [subject to common control by central government]

The Council has a pooled budget arrangement with North East London NHS Foundation Trust for the provision of mental health and social services and a pooled Better Care Fund budget arrangement with the Barking and Dagenham Clinical Commissioning Group. Transactions and balances are detailed in Note 20.

The Council's Monitoring Officer holds the same appointment at Thurrock Council.

Pension fund

The Council is the administering body of the Barking and Dagenham Pension Fund and has made arrangements for the proper administration of its financial affairs through the appointment of one of its officers.

Entities Controlled or Significantly Influenced by the Council

Barking and Dagenham Reside Ltd

This is a wholly owned subsidiary, which provides 477 affordable rented properties in the Barking area. The properties are based at the Eastern End of Thames View and William Street Quarter and range from 50% - 80% of market rent.

Barking and Dagenham Abbey Roding LLP

NOTES TO THE ACCOUNTS

Barking and Dagenham Abbey Roding LLP is a partnership which is 99% owned by the Council. It provides 144 affordable rented properties in Abby Road in Barking, at 80% of market rent.

TPFL Regeneration Ltd

This is a wholly owned subsidiary, which was set up to build 477 new homes that were later managed by Barking and Dagenham Reside Ltd.

Barking and Dagenham Reside Regeneration LLP

This is a partnership set up to build, sell and manage shared ownership properties on the Gascoigne estate as part of a regeneration project for the area. Properties are currently under construction and will be ready in 2019.

Barking and Dagenham Reside Regeneration Ltd

This is a wholly owned subsidiary, which is also a partner in Abbey Roding LLP and B&D Reside Regeneration LLP.

Barking and Dagenham Reside Weavers LLP

This is a partnership set up to build and rent affordable properties on the Gascoigne estate, as part of a regeneration project for the area. The rents will range from 50% to 80% of market rent. The Council holds a 10% share, the other 90% is owned by a Charity organisation called Barking Renew. Properties are currently under construction and will be ready in 2019.

Barking and Dagenham Reside Roding Ltd

This is a wholly owned subsidiary which was set up to build and sell shared ownership properties to East Homes Ltd. The homes are being built on the Gascoigne Estate as part of a regeneration project for the area. These will then be sold and managed by East Homes Ltd. Properties are currently under construction and will be ready in 2019.

Barking and Dagenham Trading Partnership Ltd

This is a group of six wholly owned subsidiaries which was established to provide cleaning, catering and repairs and maintenance services. The group provides competitively priced services to the council and to external entities with the aim of delivering dividends to the council.

Be First (Regeneration) Ltd.

This is wholly owned development and regeneration subsidiary of the London Borough of Barking and Dagenham (LBBD) with the remit of accelerating the pace and scale of physical, economic and social regeneration in the Borough. Be First aims to deliver dividends to the council.

B&D Energy Ltd.

B&D Energy Ltd. is a wholly owned subsidiary of the London Borough of Barking and Dagenham established to drive Barking & Dagenham to become the "green capital of the capital". It aims to do this by delivery low carbon and working towards zero energy carbon projects throughout the borough and east London area.

BDSIP Ltd.

BDSIP Ltd. is a wholly owned subsidiary of the London Borough of Barking and Dagenham established to advance the education of pupils. It will do this by delivering consistently excellent services to educational institutions and promoting efficiency and effectiveness of the application of resources.

Directorships or Trusteeships

NOTES TO THE ACCOUNTS

A number of elected members are either Directors or Trustees of a number of bodies that deliver services to the community or work in partnership with the Council. Below are details of payments made to and received from the most significant entities.

Party	Income	Expenditure
B&D Energy Ltd.	198,000	220,234
Barking & Dagenham Citizen's Advice Bureau	12,354	512,565
Barking & Dagenham Trading Partnership	1,897,597	21,573,506
BDSIP Ltd.		2,584,271
Be First	763,937	7,616,807
East London Waste Authority	1,504,033	14,866,924
Elevate East London	424,384	26,177,570
Local Government Association		40,142
London Councils	183,059	1,129,704
Reside Group	2,143,000	

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NOTES TO THE ACCOUNTS

27. Capital Expenditure and Capital Financing

The total amount of capital expenditure incurred in the year is shown in the table below (including the value of assets acquired under finance leases and PFI/PP contracts - see notes 28 and 29)), together with the resources that have been used to finance it. Where capital expenditure is to be financed in future years by charges to revenue as assets are used by the Council, the expenditure results in an increase in the Capital Financing Requirement (CFR), a measure of the capital expenditure incurred historically by the Council that has yet to be financed. The CFR is analysed in the second part of this note.

Capital Financing Requirement	2016/17	2018/19
	£000	£000
Opening Capital Financing Requirement	620,191	675,239
Capital investment		
- Property, Plant and Equipment	165,030	218,977
- Property Plant and Equipment - Finance Lease additions	111	
- Property Plant and Equipment - PFI Additions	88	774
- Investment Properties	69	
- Intangible Assets	2,186	3,668
- Heritage Assets	0	
- Revenue Expenditure Funded from Capital under Statute	6,257	1,830
Sources of Finance		
Capital receipts	(23,972)	(30,931)
Government grants and other contributions	(38,601)	(78,413)
Contributions from reserves (including Invest to Save)		0
Sums set aside from revenue:	0	0
- Direct revenue contributions	(512)	(3,980)
- MRP/loans fund principal	(10,070)	(10,298)
Major Repairs Reserve	(45,539)	(33,534)
Increase in Capital Financing Requirement	55,048	68,094
Closing Capital Financing Requirement	<u>675,238</u>	<u>743,333</u>
Explanation of Movements in Year	2017/18	2018/19
	£000	£000
Increase in underlying need to borrow (unsupported by government financial	54,849	67,320
Assets acquired under finance leases	111	0
Assets acquired under PFI/PPP contracts (lifecycle costs)	88	774
Increase in Capital Financing Requirement	<u>55,048</u>	<u>68,094</u>

NOTES TO THE ACCOUNTS

28. Leases

Council as Lessee

Finance Leases

The Council has acquired vehicles under finance leases. The Council has also entered into an arrangement with Reside Ltd to provide new social housing. Both the vehicles and the Reside homes are carried as Property, Plant and Equipment in the Balance Sheet at the following net amounts:

Net Book Value of Assets acquired under a finance lease	2017/18	2018/19
	£000	£000
Property, Plant and Equipment	123,323	126,803

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

The minimum lease payments are made up of the following amounts:

Minimum Lease Payments	2017/18	2018/19
	£000	£000
Finance Lease Liabilities (net present value of minimum lease payments)		
- Current	730	478
- Non-current	83,383	82,906
	84,113	83,383
 Finance Costs Payable in Future Years	 130,648	 127,209
Minimum Lease Payments	214,762	210,592

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

Finance Lease Payment profile	Minimum Lease		Finance Lease	
	2017/18	2018/19	2017/18	2018/19
	£000	£000	£000	£000
Not later than one year	4,170	3,876	730	478
Later than one year and not later than five years	15,363	15,297	1,914	1,938
Later than five years	195,229	191,419	81,470	81,470
	214,762	210,592	84,113	83,885

Operating Leases

The Council has acquired property and IT equipment under operating leases. The future minimum lease payments due under non-cancellable leases in future years are:

NOTES TO THE ACCOUNTS

Operating Lease Payment profile	2017/18	2018/19
	£000	£000
Not later than one year	426	574
Later than one year and not later than five years	920	1,788
Later than five years	1,836	0
	3,182	2,362

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

Operating Lease costs	2017/18	2018/19
	£000	£000
Operating Lease payments	5,486	7,072

There were no contingent rents or sublease payments.

Council as Lessor

Operating Leases

The Council leases out property under operating leases for investment purposes. These assets are classed as investment properties within the Balance Sheet. The future minimum lease payments receivable under non-cancellable leases in future years are:

Future Minimum Lease Payments Receivable	2017/18	2018/19
	£000	£000
Not later than one year	4,983	11,923
Later than one year and not later than five years	11,923	39,307
Later than five years	39,307	0

29. Private Finance Initiatives and similar contracts

a) PFI Schemes – Eastbury and Jo Richardson Schools

On 30 March 2004, the Council contracted with Bouygues (UK) Ltd to provide secondary school and community facilities for the Jo Richardson Community School at Castle Green Park and refurbishment works and services at Eastbury Comprehensive School under a Private Finance Initiative (PFI). The schools opened in September 2005 and provide the necessary suitable places to cater for steadily increasing pupil numbers in the borough.

Changes in the arrangements during the year (Property, Plant and Equipment)

The assets used to provide services at the schools are recognised on the Council's Balance Sheet and movements in their value over the year are detailed in the analysis of the movement on the Property, Plant and Equipment balance in Note 9.

NOTES TO THE ACCOUNTS

Payments

The Council makes an agreed payment each year which is increased each year by inflation and can be reduced if the contractor fails to meet availability and performance standards in any year, but which is otherwise fixed. Payments remaining to be made under the PFI contract at 31 March 2019 (excluding any estimation of inflation and availability/ performance deductions) are as follows:

	Reimbursement				Total 2018/19 £000
	Total 2017/18 £000	Payment for Services £000	of Capital Expenditure £000	Interest £000	
Payable within one year	6,261	1,777	1,010	3,474	6,261
Payable within two to five years	25,044	7,563	5,199	12,282	25,044
Payable within six to ten years	31,305	10,568	10,159	10,578	31,305
Payable within eleven to fifteen years	18,783	3,054	4,703	4,765	12,522
Payable within sixteen to twenty years	0				0
Total	81,394	22,962	21,071	31,099	75,132

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

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

Contractor Liability	2017/18 £000	2018/19 £000
Balance outstanding at 1 April 2018	22,817	21,987
Payments during the year	(829)	(915)
Balance outstanding at 31 March 2019	21,988	21,072

b) PFI Scheme – Dagenham Park School

On 28th October 2010, the Council signed an agreement for the Local Educational partnership (LEP) to deliver two new school buildings and ICT provision at Dagenham Park and Sydney Russell School. Dagenham Park School is a PFI scheme. The school opened on the 9th March 2012 and the contract will be in place for 25 years, after which time the school will be owned by the Council.

Changes in the arrangements during the year (Property Plant and Equipment)

The assets used to provide services at the schools are recognised on the Authority's Balance Sheet. Movements in their value over the year are detailed in the analysis of the movement on the Property, Plant and Equipment balance in Note 9.

Payments

The Council makes an agreed payment each year which is increased each year by inflation and can be reduced if the contractor fails to meet availability and performance standards in any year, but which is otherwise fixed. Payments remaining to be made under the PFI contract at 31 March 2019 (excluding any estimation of inflation and availability/ performance deductions) are as follows:

NOTES TO THE ACCOUNTS

	Total 2017/18 £000	Payment for Services £000	Reimbursement of Capital Expenditure £000	Interest £000	Total 2018/19 £000
Payable within one year	4,193	579	937	2,677	4,193
Payable within two to five	16,774	2,317	4,019	10,438	16,774
Payable within six to ten	20,967	2,896	6,688	11,384	20,968
Payable within eleven to	20,967	2,896	9,453	8,618	20,967
Payable within sixteen to	16,774	1,738	8,311	2,531	12,580
Payable within twenty-one to twenty-five years	0				0
Total	79,676	10,426	29,408	35,648	75,482

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

Contractor Liability	2017/18 £000	2018/19 £000
Balance outstanding at start of year	28,152	27,420
Payments during the year	(821)	(881)
Capital expenditure incurred in the year	88	96
Balance outstanding at year-end	27,419	26,635

30. Impairment Losses

During 2018/19 the Council's valuers, Wilks, Head & Eve, reviewed the Council's properties for any downward revaluations that may have occurred for reasons other than changes in market values. They have confirmed that there have been no such impairment losses relating to the Council's properties.

31. Termination Benefits

As a result of the reorganisation of its service delivery, a number of employees were made redundant by the Council during 2018/19. Liabilities incurred during 2018/19, including the strain on the Pension Fund, totalled £2.045m (2017/18 £2.113m) – see Note 22 for the number of exit packages and total cost per band. This amount related to 59 employees within the General Fund and the HRA, of which, 11 of these received a settlement agreement and 48 of these left under compulsory redundancy.

32. Trust Funds

The Council acts as a trustee for a number of small trust funds. These funds provide education prizes and assistance for local residents. The funds do not represent the assets of the Council and therefore they have not been included in the Balance Sheet.

	2017/18	2018/19
	£000	£000
Trust Fund balances at 1 April	(73)	(73)
Payments from funds during year	0	0
Income received by funds in the year	0	0
Balance at 31 March	(73)	(73)

The Council also holds the following balances:

- custody accounts - £1,512,653; (£1,666,623 in 2017/18)
- a residents' amenity fund - £6,240 (£6,193 in 2017/18); and
- an education bursaries fund - £440,070; (£469,608 in 2017/18)

33. Pensions Schemes accounted for as Defined Contribution Schemes

The Council employs teachers and public health staff who are members of the Teachers' Pension Scheme (administered by the Department for Education) and the NHS Pension Scheme respectively. These schemes provide specified benefits upon retirement, and the authority contributes towards the costs by making contributions based on a percentage of members' pensionable salaries.

The Schemes are technically defined benefit schemes. However, they are unfunded and use a notional fund as the basis for calculating the employers' contribution rate paid by local authorities. The Council is not able to identify its share of the underlying financial position and performance of the Scheme with sufficient reliability for accounting purposes. For the purposes of this Statement of Accounts, it is therefore accounted for on the same basis as a defined contribution scheme.

NOTES TO THE ACCOUNTS

In 2018/19, the Council paid £14.6m to Teachers' Pensions in respect of teachers' retirement benefits, representing 16.4% of pensionable pay. The figures for 2017/18 were £13.3m and 16.4% respectively. There were no contributions remaining payable at the year-end. For NHS staff in 2018/19 the figures were £0.1m and 14.3%. In 2017/18 the figures were £0.1m and 14.3% respectively.

The Council is responsible for the costs of any additional benefits awarded upon early retirement outside of the terms of the teachers' scheme. These costs are accounted for on a defined benefit basis and detailed in Note 34.

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34. Defined Benefit Pension Schemes

Participation in Pension Schemes

As part of the terms and conditions of employment of its officers, the Council makes contributions towards the cost of post employment benefits. Although these benefits will not actually be payable until employees retire, the Council has a commitment to make the payments (for those benefits) and to disclose at the time that employees earn their future entitlement. In 2018/19 the Council participated in two post employment schemes:

- The Local Government Pension Scheme (LGPS), administered by the Council: this is a funded defined benefit final salary scheme, meaning that the Council and employees pay contributions into a fund, calculated at a level intended to balance the pensions liabilities with investment assets.
- Arrangements for the award of discretionary post retirement benefits upon early retirement: this is an unfunded defined benefit arrangement, under which liabilities are recognised when awards are made. However, there are no investment assets built up to meet these pensions liabilities, and cash has to be generated to meet actual pensions payments as they eventually fall due. There have been no new awards during the year.
- The pension scheme is operated under the regulatory framework for the LGPS and the governance of the scheme is the responsibility of the Pension Panel of the Council. Policy is determined in accordance with the Pensions Fund Regulations. The investment managers of the fund are appointed by the Pension Panel.
- The principal risks to the authority of the scheme are the longevity assumptions, statutory changes to the scheme, structural changes to the scheme (i.e. large-scale withdrawals from the scheme), changes to inflation, bond yields and the performance of the equity investments held by the scheme. These are mitigated to a certain extent by the statutory requirements to charge to the General Fund and Housing Revenue Account the amounts required by statute as described in the accounting policies note.

* From 1 April 2014 the defined benefit final salary scheme ceased and was replaced with a defined benefit career average scheme.

Discretionary Post-retirement Benefits

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

Transaction Relating to Post-Employment Benefits

The Council recognises the cost of retirement benefits in the reported cost of services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge that is required to be made against Council Tax is based on the cash payable in the year, so the real cost of post-employment/retirement benefit is reversed out of the General Fund and Housing Revenue Account via the Movement in Reserves Statement.

NOTES TO THE ACCOUNTS

LGPS Relating to the Subsidiaries

The Council has TUPE'd staff to a number of wholly owned companies, including Be First, BS SIP, BD Corporate Cleaning Ltd, BD Together Ltd and BD Management Services Ltd. Passthrough pension arrangement have been agreed for all of these companies.

The passthrough arrangement effectively mean that, for the purposes of the administration and valuation of the Scheme and the calculation of any payments due to or from the Fund under this Admission Agreement and the 2013 Regulations, all liabilities of the Fund in respect of the Eligible Employees will continue to be treated as liabilities which are attributable to the Council, and the corresponding assets held within the Fund which relate to those liabilities will continue to be treated as allocated to the Council's notional sub-fund within the Fund on and from the Commencement Date.

Each wholly owned companies is only responsible to make contributions during their contractual terms. At the end of each contract term the obligations in relation to these pension schemes will cease and will transfer to the Council or new contracting party.

As a result the Council has reported each of the wholly owned company's share of the pension assets and liabilities within its accounts and the Council retains responsibility for meeting these obligations.

The wholly owned companies will account for contributions through charging these to the profit and loss account in the period to which they relate.

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:

	LGPS	
	2017/18	2018/19
	£'000	£'000
Comprehensive Income and Expenditure Statement		
Cost of Services:		
Current Service Cost	(41,266)	(42,539)
Past Service Costs (including curtailments)	(412)	(236)
Interest Income on scheme assets	18,410	19,827
Interest cost on defined benefit obligation	(30,069)	(31,924)
Total Post-Employment Benefits charged to the Surplus or Deficit on	(53,337)	(54,872)
Remeasurement of the net defined benefit liability:		
Change in demographic assumptions	0	0
Change in financial assumptions	22,887	(100,527)
Other experience	(1,812)	(392)
Return on assets excluding amounts included in net interest	3,597	37,150
Total Post-Employment Benefits charged to the Comprehensive	24,672	(63,769)
 Movement in Reserve Statement:		
Reversal of net charges made to the Surplus or Deficit on the provision of	53,337	54,882
Employer's contributions payable to scheme	(23,912)	(28,524)

NOTES TO THE ACCOUNTS

Assets and Liabilities in Relation to Post-Employment Benefits

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

	LGPS	
	2017/18	2018/19
	£'000	£'000
<u>Scheme Liabilities</u>		
Opening balance at 1 April	1,150,144	1,173,564
Current Service Cost	41,266	42,539
Interest Cost	30,069	31,924
Contributions by scheme participants	7,004	7,304
Actuarial (gains)/losses	(22,684)	100,919
Benefits paid	(29,334)	(29,002)
Discretionary Benefits	(1,704)	(1,703)
Past Service Cost including curtailments	412	236
Business Contribution	0	0
Curtailments	0	0
Settlements	0	0
Closing Balance at 31 March	1,175,173	1,325,781
	2017/18	2018/19
	£'000	£'000
<u>Scheme Assets</u>		
Opening balance at 1 April	707,191	731,933
Interest Income	18,410	19,817
Re-measurement gain/(loss)	3,597	37,150
Employer contributions	25,065	26,821
Contributions by scheme participants	7,004	7,304
Benefits paid	(29,334)	(29,002)
Unfunded benefits paid	(1,704)	(1,703)
Contributions in respect of unfunded benefits	1,704	1,703
Curtailments		
Settlements		
Closing Balance at 31 March	731,933	794,023
Pensions Assets and Liabilities Recognised in the Balance Sheet	2017/18	2018/19
	£'000	£'000
Local Government Pension Scheme		
Fair value of plan assets	731,933	794,023
Present value of the defined benefit obligation	(1,175,173)	(1,325,781)
Net liability arising from defined benefit obligation	(443,240)	(531,758)

The liability shows the underlying commitments that the Council has in the long run to pay post-employment (retirement) benefits.

However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy:

NOTES TO THE ACCOUNTS

- the deficit on the local government scheme will be made good by increased contributions over the remaining working life of employees (i.e. Before payments fall due), as assessed by the scheme actuary;
- finance is only required to be raised to cover discretionary benefits when the pensions are actually paid.

It is important to recognise that the IAS19 is based on the assumptions that are set as part of the accounting standard and do not reflect the funding strategy of the fund nor the payments made for the employers in 2018/19.

The more important Triennial Valuation is the statutory basis for assessing the Fund's liabilities and for setting the employer's contribution rate. The last triennial valuation took place in March 2016, (effective from 1 April 2017), showed a funding level of 77.2% for the whole fund. The pension fund investment strategy is seeking a fully funded position within 16 years. This long-term strategy allows for short-term market volatility. The next triennial valuation will take place in 2019, (effective from 1 April 2020).

The actuarial process involves sophisticated modelling techniques that look far ahead at the level and flow of pensions out of the Fund and the performance of its assets and contributions from employees and the Council. The IAS19 valuation, however, is a far more basic approach and only refers to a specific point in time.

Basis for Estimating Assets and Liabilities

Liabilities have been assessed on an actuarial basis using the projected unit credit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. Both the LGPS and Discretionary Benefits liabilities have been assessed by Hymans Robertson LLP, an independent firm of Actuaries, estimates for the Pension Fund being based on the latest full valuation of the scheme as at 31 March 2016.

The significant assumptions used by the actuary have been:

	LGPS	
	2017/18	2018/19
Mortality Assumptions:		
Longevity at 65 for current pensioners:		
• Men	22.0 yrs	22.0 yrs
• Women	24.7 yrs	24.7 yrs
Longevity at 65 for future pensioners		
• Men	24.0 yrs	24.0 yrs
• Women	26.4 yrs	26.4 yrs
Actuarial Assumptions:		
Rate of Increase in Salaries	2.8%	3.00%
Rate of Increase in Pensions	2.4%	2.50%
Rate of Discounting Scheme Liabilities	2.7%	2.40%

Sensitivity Analysis

The sensitivities regarding the principal assumptions used to measure the scheme liabilities are set out below:

NOTES TO THE ACCOUNTS

	Approximate % increase to Employer Liability	Appropriate monetary amount (£000)
Change in assumptions at year ended 31 March 2019		
0.5% Decrease in Real Discount Rate	10.0%	132,152
0.5% Increase in the Salary Increase Rate	1.0%	14,942
0.5% Increase in the Pension Increase Rate	9.0%	115,309

Notes:

In order to quantify the impact of a change in the financial assumptions used, we have calculated and compared the value of the scheme liabilities as at 31 March 2019 on varying bases. The approach taken is consistent with that adopted to derive the IAS19 figures provided in this report.

The principal demographic assumption is the longevity assumption (i.e. member life expectancy). For sensitivity purposes, we estimate that a one-year increase in life expectancy would approximately increase the Employer's Defined Benefit Obligation by around 3-5%. In practice the actual cost of a one-year increase in life expectancy will depend on the structure of the revised assumption (i.e. if improvements to survival rates predominantly apply at younger or older ages).

Please note the above figures have been derived based on the membership profile of the Employer as at the date of the most recent actuarial valuation.

Local Government Pension Scheme assets comprised:

	2017/18 £'000	2018/19 £'000
Equity Securities (Quoted prices in active market)	389,501	422,543
Bonds	26,343	28,578
UK Property	46,312	50,241
Investment Funds and Unit Trusts		
Hedge Funds	22,571	24,485
Infrastructure	48,789	52,927
Other	188,950	204,979
Sub-total	260,310	282,391
Cash and Cash Equivalents		
Cash	9,467	10,270
Total Assets	731,933	794,023

Impact on the Council's Cash Flows

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

NOTES TO THE ACCOUNTS

The total contributions expected to be made to the Local Government Pension Scheme by the Council in the year to 31 March 2019 is estimated to be £23.602m.

35. Accounting standards that have been issued but have not yet been adopted

At the balance sheet date, the following new standards and amendments to existing standards have been published but not yet adopted by the Code of Practice of Local Authority Accounting in the United Kingdom:

- IFRS 16 Leases will require local authorities that are lessees to recognise most leases on their balance sheets as right-of-use assets with corresponding lease liabilities (there is recognition for low-value and short-term leases). CIPFA/LASAAC have deferred implementation of IFRS16 for local government to 1 April 2020.
- IAS 40 Investment Property: Transfers of Investment Property provides further explanation of the instances in which a property can be reclassified as investment property. This will have no impact on the Council as it already complies.
- IFRIC 22 Foreign Currency Transactions and Advance Consideration clarifies the treatment of payments in a foreign currency made in advance of obtaining or delivering services or goods. The Council does not have any material transactions within the scope of the amendment.
- IFRIC 23 Uncertainty over Income Tax Treatments provides additional guidance on income tax treatment where there is uncertainty. This will have no impact on the single entity accounts and minimal impact on the group accounts.
- IFRS 9 Financial instruments: prepayment features with negative compensation amends IFRS9 to make clear that amortised cost should be used where prepayments are substantially lower than the unpaid principal and interest. The Council has no loans to whom this will apply.

36. Critical Judgements in Applying Accounting Policies

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

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

The Council's group boundaries have been assessed using the criteria outlined in the Code of Practice. There is a number of interests which fall within the group boundary on the grounds of control and significant influence. As a result, the Council has produced a set of Group Accounts. The Council continues to disclose the relationships and transactions with the entities in the Related Parties note."

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

The Statement of Accounts contains estimated figures that are based on assumptions made by the Council about the future or that are otherwise uncertain. Estimates are made taking into account

NOTES TO THE ACCOUNTS

historical experience, current trends and other relevant factors. However, because balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates.

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

Uncertainties	Effect if actual results differ from assumptions
Property, Plant and Equipment	
Adjustments would be required to some or all of the following accounts: Initial recognition; Depreciation; Revaluation; Derecognition (Disposals), any of which could require amendment to the Council's balance sheet and/or CIES if the adjustment were deemed material. If the useful life of assets is reduced, depreciation increases and the carrying amount of the assets falls. For example, it is estimated that the annual depreciation charge for buildings (in total) would increase by circa £1.6m for every year that useful lives had to be reduced. Note that any such adjustment would not have an impact on levels of Council Tax.	
Pensions Liability	
Adjustments would be required to the assumptions regarding employers' contribution rates if the amendment was deemed material. The effect on the net pension liability of changes in individual assumptions can be measured. For instance, a decrease of 0.5% in the real discount rate assumption would result in an increase in the pension liability of £137.9m. A 0.5% increase in the Pension Rate would increase the pension liability by £119.7m. During 2018/19 the Council's actuary advised that the net pensions deficit increased by £90.4m.	
Fair Value estimations	
Would impact on the value of the Council's assets as set out in the balance sheet at 31 March 2018. The revision of the current methodology used to calculate fair value would be a time-consuming and complex project. Significant changes in any of the unobservable inputs would result in a significantly lower or higher fair value measurement for these assets. The Council uses a combination of indexation techniques, beacon valuations and discounted cash flow (DCF) models to measure the fair value of its Investment Properties, Surplus Assets and Assets Held for Sale under IFRS13 depending on which technique it considers most appropriate. The significant unobservable inputs used in the fair value measurement include management assumptions regarding rent growth, occupancy levels, floor area, repairs backlogs, beacon classifications and others.	
Short Term Debtors	
At 31 March 2019, the Council had a significant balance of debtors against which appropriate provisions had been made. However due to the uncertain economic landscape and changes to the welfare reform agenda it is not certain that such an allowance would be sufficient.	The Council will maintain a close watching brief to ensure the provision for each area of debtors is appropriate and action if necessary to help manage the risk associated with the non collection of debt.

38. Statement of Accounting Policies

i. General Principles

The Statement of Accounts provides a true and fair view of the Council's transactions for the 2018/19 financial year and its financial position at the year end of 31 March 2019. The Council is required to prepare an annual Statement of Accounts by the Accounts and Audit Regulations 2015 which require the accounts to be prepared in accordance with proper accounting practices. These practices comprise the Code of Practice on Local Authority Accounting in the United Kingdom 2018-19, supported by International Financial Reporting Standards (IFRS).

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

ii. Accruals of Income and Expenditure

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

- Revenue from the sale of goods is recognised when the Council transfers the significant rewards and risks of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Council;
- Revenue from the provision of services is recognised when the Council can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Council;
- 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; and
- The above policies are applied in an appropriate manner to avoid material misstatement in the financial statements. For the financial year in question, a de minimis of £10,000 was applied to both debtors and creditors.

iii. Cash and Cash Equivalents

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

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

iv. Exceptional Items

When items of income or expenditure are material, their nature and value are disclosed separately 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 understanding the Council's financial performance.

v. 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, ie in the current and future years affected by the change and do not give rise to a prior period adjustment.

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

vi. Charges to Revenue for Non-Current Assets

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

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

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

vii. Council Tax and Non-domestic Rates

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

viii. Accounting for Council Tax and NDR

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

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

Where debtor balances for the above are identified as impaired because of a likelihood arising from a past event that payments due under the statutory arrangements will not be made (fixed or determinable payments), the asset is written down and a charge made to the Financing and Investment Income and Expenditure line in the CIES. The impairment loss is measured as the difference between the carrying amount and the revised future cash flows.

ix. Employee benefits

a) Benefits Payable During Employment

Short-term employee benefits are those due to be settled wholly within 12 months of the year-end. They include such benefits as wages and salaries, paid annual leave and paid sick leave, bonuses and any non-monetary benefits for current employees and are recognised as an expense for services in the year in which employees render services to the Council.

An accrual is made for the cost of annual leave 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 annual leave entitlements are charged to revenue in the financial year in which the absence occurs.

b) Termination Benefits

Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy in exchange for those benefits and are charged on an accruals basis to the relevant service, or where applicable, to the Non-Distributed Costs line in the Comprehensive Income and Expenditure Statement at the earlier of when the Council can no longer withdraw the offer of those benefits or when the Council recognises costs for a restructure.

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

c) Post Employment Benefits – Teachers' and NHS Pensions

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

NOTES TO THE ACCOUNTS

- The Teachers' Pension Scheme, administered by Capita Teachers' Pensions on behalf of the Department for Education (DfE);
- The NHS Pension Scheme, administered by NHS Pensions and
- The Local Government Pensions Scheme, administered by London Borough of Barking and Dagenham Pension Fund.

All schemes provided defined benefits to members, earned as employees of the Council.

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

d) The Local Government Pension Scheme

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

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

Liabilities are measured on an actuarial basis discounted to present value, using the projected unit method. The discount rate to be used is determined in reference to market yields at balance sheet date of high quality corporate bonds.

The assets of London Borough of Barking and Dagenham pension fund attributable to the Council are included in the Balance Sheet at their fair value:

- quoted securities - current bid price;
- unquoted securities - professional estimate;
- unitised securities - current bid price;
- property - market value; and
- limited partnerships - fair value on net asset value.

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

Service costs comprising:

- current service cost - the increase in liabilities as a result of years of service earned this year allocated in the Comprehensive Income and Expenditure Statement to the services for which the employees worked;
- past service cost - the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years - debited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement as part of Non Distributed Costs;
- net interest on the net defined benefit liability (asset), ie net interest expense for the Council – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability (asset) at the beginning of the period – taking into account any changes in the net

NOTES TO THE ACCOUNTS

defined benefit liability (asset) during the period as a result of contribution and benefit payments.

Re-measurements comprising:

- the return on plan assets – excluding amounts included in net interest on the net defined benefit liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure
- actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure

Contributions paid to the London Borough of Barking and Dagenham pension fund - cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

In relation to retirement benefits, statutory provisions require the General Fund balance to be charged with the amount payable by the Council to the Pension Fund or directly to pensioners in the year, not the amount calculated according to the relevant accounting standards. In the Movement in Reserves Statement, this means that there are transfers to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any such amounts payable but unpaid at 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.

e) Discretionary Benefits

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

x. Events after the Reporting Date

Events after the Balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statement of Accounts is authorised for issue. There are two types of events, adjusting and non-adjusting:

- Where the event is supported by evidence of conditions that existed at the end of the reporting period the Statement of Accounts is adjusted to reflect the impact of the event; and
- Where the event is supported by evidence of conditions that arose after the reporting period the Statement of Accounts is not adjusted, but where the impact of the event is material the nature of the event is disclosed in a separate note setting out the nature of the event and the estimated financial impact.

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

xi. Financial Instruments

Financial Liabilities

Financial liabilities are recognised on the Balance Sheet when the Council becomes a party to the contractual provisions of a financial instrument and are initially measured at fair value and are carried at their amortised cost.

Annual charges for interest payable, included within Financing and Investment Income and Expenditure in the Comprehensive Income and Expenditure Statement, are based on the carrying

NOTES TO THE ACCOUNTS

amount of the liability multiplied by the effective rate of interest for the instrument. The effective rate of interest is the rate that exactly discounts the estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

The Council's borrowings are stated in the balance sheet at the outstanding principal repayable, including accrued interest, and the amount charged to the Comprehensive Income and Expenditure Statement is the amount payable for the year according to the relevant loan agreement.

Gains and losses on the repurchase or early settlement of borrowings are posted to the Financing and Investment Income and Expenditure in the Comprehensive Income and Expenditure Statement in the year of repurchase or settlement.

Financial Assets

Financial assets are classified into two types:

- Loans and receivables – assets that have fixed or determinable payments but are not quoted in an active market; and
- Available for sale assets – assets that have a quoted market price and/or do not have fixed or determinable payments.

Loans and Receivables

Loans and receivables are recognised on the Balance Sheet when the Council becomes 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 in the Comprehensive Income and Expenditure Statement for interest receivable are based on the carrying amount of the assets multiplied by the effective rate of interest for the instrument.

For loans made by the Council, this means that:

- the amount presented in the Balance Sheet is the outstanding principal receivable (plus accrued interest); and
- interest credited to the Comprehensive Income and Expenditure Statement reflects the amount due for the year in the relevant loan agreement.

Where assets are identified as impaired because of a likelihood arising from a past event such that payments due under the contract will not be made, the asset is written down and a charge reflected in Financing and Investment Income and Expenditure in the Comprehensive Income and Expenditure Statement or to the relevant service. 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 or losses that arise on the de-recognition of an asset are credited or debited to Financing and Investment Income and Expenditure in the Comprehensive Income and Expenditure Statement.

Available for Sale Assets

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

NOTES TO THE ACCOUNTS

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

- Instruments with quoted market prices - the market price;
- Other instruments with fixed determinable payments - discounted cash flow analysis; and
- Equity shares with no quoted market prices - independent analysis of company valuation

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

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

Changes in fair value are balanced by an entry in the Available for Sale Reserve, and the gain/loss is recognised in the surplus or deficit in Revaluation of Available for Sale Financial Assets. Where impairment losses are incurred, these are charged to Financing and Investment Income and Expenditure in the Comprehensive Income and Expenditure Statement, along with any net gain or loss for the asset accumulated in the Available for Sale Reserve.

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

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

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

xii. Government Grants and contributions

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

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

Amounts recognised as due to the Council are not credited to the Comprehensive Income and Expenditure Statement until conditions attached to the grant or contribution have been satisfied.

Conditions are stipulations that specify that the future economic benefits or service potential embodied in the asset in the form of the grant or contribution are required to be consumed by the

NOTES TO THE ACCOUNTS

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 either the relevant service line (attributable revenue grants and contributions) or Taxation and Non-Specific Grant Income (non-ring fenced revenue grants and all capital grants) in the Comprehensive Income and Expenditure Statement.

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

xiii. Community Infrastructure Levy

"The Council has elected to charge a Community Infrastructure Levy (CIL). The levy will be charged on new builds (chargeable developments for the Council) with appropriate planning consent. The Council charges for and collects the levy, which is a planning charge. The income from the levy will be used to fund a number of infrastructure projects (these include transport, flood defences and schools) to support the development of the area.

CIL is received without outstanding conditions; it is therefore recognised at the commencement date of the chargeable development in the Comprehensive income and Expenditure Statement in accordance with the accounting policy for government grants and contributions set out above. CIL charges will be largely used to fund capital expenditure. However, a small proportion of the charges may be used to fund revenue expenditure."

xiv. Interest in Companies and Other Entities

The authority has material interests in companies and other entities that have the nature of subsidiaries, associates and joint ventures and require it to prepare group accounts. In the authority's own single-entity accounts, the interests in companies and other entities are recorded as financial assets at cost, less any provision for losses.

xv. Investment Properties

Investment properties are those that are used solely to earn rentals (to generate a minimum yield of 6% in accordance with the Council's Standing Orders) 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 (operational assets) or is held for sale (assets for disposal).

Investment properties are measured initially at cost and subsequently at fair value, being the price that would be received to sell such an asset in an orderly transaction between market participants at the measurement date. As a non-financial asset, investment properties are measured at highest and best use. Properties are not depreciated but are re-valued 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

NOTES TO THE ACCOUNTS

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.

xvi. Jointly Controlled Operations and Jointly Controlled Assets

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

xvii. 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 Council as Lessee

Finance Leases

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

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

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

The Council is not required to raise Council Tax to cover depreciation or revaluation and impairment losses arising on leased assets. Instead, a prudent annual contribution is made from revenue funds towards the deemed capital investment in accordance with statutory requirements. Depreciation, 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 (MRP is one amount, with depreciation, revaluation and impairment losses, or amortisations being the other amount).

Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefitting from use of the leased property, plant or equipment. Charges are made on a straight-line basis over the life of the lease; even if this does

not match the pattern of payments (e.g. there is a rent-free period at the commencement of the lease).

The Council as Lessor

Finance Leases

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

Lease rentals receivable are apportioned between:

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

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

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

xviii. 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 2015/16 (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:

NOTES TO THE ACCOUNTS

- Corporate and Democratic Core - costs relating to the Council's status as a multifunctional, democratic organisation; and
- 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.

xix. Property, Plant and Equipment

Assets that have physical substance and are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes and that are expected to be used during more than one financial year are classified as Property, Plant and Equipment. It should be noted that Voluntary-aided schools are not recorded in the Council's balance sheet.

Recognition

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

Measurement

Assets are initially measured at cost, comprising:

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

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

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:

NOTES TO THE ACCOUNTS

Infrastructure, Assets Under Construction	Depreciated Historical Cost
Community Assets	Depreciated Historical Cost or Valuation
Council Dwellings	Fair value based on existing use value - social housing (EUV - SH)
Other Land & Buildings, Vehicles Plant & Equipment	Fair value based on existing use value (EUV) or depreciated replacement cost (DRC) using the 'instant build' approach if EUV cannot be determined
Surplus Assets	Fair value based on existing use value (EUV) applying the same assumptions relating to the level of usage etc, as those of the most recent revaluation as an operational asset

Where there is no market-based evidence of current value because of the specialist nature of an asset, depreciated replacement cost (DRC) is used as an estimate of current value. Where non-property assets have short useful lives or low values (or both), depreciated historical cost basis is used as a proxy for current value.

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

Where decreases in value are identified, they are accounted for by: where there is a balance of revaluation gains for the asset in the Revaluation Reserve, the carrying amount 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 inception, 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.

NOTES TO THE ACCOUNTS

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

Depreciation

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

- Depreciation is calculated on the following bases:
- dwellings and other buildings – straight-line allocation over the useful life of the property as estimated by the valuer
- vehicles, plant, furniture and equipment – a percentage of the value of each class of assets in the Balance Sheet, as advised by a suitably qualified officer
- infrastructure – straight-line allocation over 25 years.

Where an item of property, plant and equipment asset has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately. Revaluation gains are also depreciated, with an amount equal to the difference between current value depreciation charged on assets and the depreciation that would have been chargeable based on their historical cost being transferred each year from the Revaluation Reserve to the Capital Adjustment Account.

Disposals and Non-current Assets Held for Sale

When it becomes probable that the carrying amount of an asset will be recovered principally through a sale transaction rather than through its continuing use, it is reclassified as an asset held for sale. The asset is revalued immediately before reclassification and then carried at the lower of this amount and fair value less costs to sell. Where there is a subsequent decrease to fair value less costs to sell, the loss is posted to the Other Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previously recognised losses in the Surplus or Deficit on the Provision of Services.

Depreciation is not charged on assets held for sale.

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

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

When 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 Page 412 the gain or loss on disposal (ie netted off against the carrying value of the asset at the time of disposal). Any revaluation gains accumulated for the asset in the Revaluation Reserve are transferred to the Capital Adjustment Account.

Amounts received for a disposal are categorised as capital receipts. A proportion of capital receipts relating to housing disposals is payable to the government [England only]. The balance of receipts remains within the Capital Receipts Reserve, and can then only be used for new capital investment [or set aside to reduce the authority's underlying need to borrow (the capital financing requirement) (England and Wales)]. Receipts are appropriated to the Reserve from the General Fund Balance in the Movement in Reserves Statement.

NOTES TO THE ACCOUNTS

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

xx. Private Finance Initiatives (PFI)

PFI and similar contracts are agreements to receive services, where the responsibility for making available the property, plant and equipment needed to provide the services passes to the PFI contractor. As the authority is deemed to control the services that are provided under its PFI schemes, and as ownership of the property, plant and equipment will pass to the authority at the end of the contracts for no additional charge, the authority carries the assets used under the contracts on its Balance Sheet as part of property, plant and equipment.

The original recognition of these assets at fair value (based on the cost to purchase the property, plant and equipment) was balanced by the recognition of a liability for amounts due to the scheme operator to pay for the capital investment. For Scheme X, the liability was written down by an initial capital contribution of £x.

Non-current assets recognised on the Balance Sheet are revalued and depreciated in the same way as property, plant and equipment owned by the authority.

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

- fair value of the services received during the year – debited to the relevant service in the Comprehensive Income and Expenditure Statement
- finance cost – an interest charge of x% on the outstanding Balance Sheet liability, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- contingent rent – increases in the amount to be paid for the property arising during the contract, debited to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement
- payment towards liability – applied to write down the Balance Sheet liability towards the PFI operator (the profile of write-downs is calculated using the same principles as for a finance lease)

xxi. Reserves

The authority sets aside specific amounts as reserves for future policy purposes or to cover contingencies [not Scotland]. Reserves are created by transferring amounts out of the General Fund Balance. When expenditure to be financed from a reserve is incurred, it is charged to the appropriate service in that year to score against the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement. The reserve is then transferred back into the General Fund Balance so that there is no net charge against council tax for the expenditure.

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

xxii. 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, 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.

xxiii. Schools

The Code of Practice on Local Authority Accounting in the United Kingdom confirms that the balance of control for local authority maintained schools (ie those categories of school identified in the School Standards and Framework Act 1998, as amended) lies with the local authority. The Code also stipulates that those schools' assets, liabilities, reserves and cash flows are recognised in the local authority financial statements (and not the Group Accounts). Therefore schools' transactions, cash flows and balances are recognised in each of the financial statements of the authority as if they were the transactions, cash flows and balances of the authority.

xxiv. VAT

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

xxv. Fair Value Measurement

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

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

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

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

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

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

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

Lifecycle replacement costs – proportion of the amounts payable is posted to the Balance Sheet as a prepayment and then recognised as additions to property, plant and equipment when the relevant works are eventually carried out.



Housing Revenue Account

for the year ended

31st March 2019

HOUSING REVENUE ACCOUNT

Housing Revenue Account Income and Expenditure Statement

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

2017/18 £000	Expenditure	2018/19 £000
15,444	Repairs & Maintenance	17,932
41,684	Supervision & Management	45,307
323	Rent, Rates, Taxes & Other Charges	16
19,494	Depreciation and revaluation of non-current assets (note 5)	27,203
1,018	Movement in the allowance for bad debts	911
<u>77,963</u>	Total Expenditure	<u>91,369</u>
	Income	
(88,521)	Dwelling rents	(86,329)
(705)	Non-dwelling rents	(545)
(16,403)	Charges for services and facilities	(20,274)
0	Contributions towards expenditure	
<u>(105,629)</u>	Total Income	<u>(107,149)</u>
	Net cost of HRA Services as included in the Council's Comprehensive Income & Expenditure Statement	
(27,666)		(15,779)
685	HRA services' share of Corporate & Democratic Core	685
<u>(26,981)</u>	Net Cost/(Surplus) for HRA	<u>(15,094)</u>
	HRA share of the operating income and expenditure included in the Comprehensive Income and Expenditure Statement:	
(20,670)	Gain on sale of HRA non-current assets	(15,530)
9,692	Interest Payable and similar charges	9,690
(330)	Interest & Investment Income	(250)
0	Pensions interest cost and expected return on Pension assets	1,242
<u>(38,289)</u>	(Surplus) / Deficit for the year of HRA Services	<u>(19,942)</u>

HOUSING REVENUE ACCOUNT

Movement on the Housing Revenue Account Statement

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

2017/18		2018/19
£'000		£'000
(10,656)	Balance at 1 April	(10,656)
(38,289)	(Surplus)Deficit for the year on the HRA Income & Expenditure Statement	(19,943)
42,068	Adjustments between accounting basis and funding basis under statute	19,112
3,779	Net increase before transfers to/from reserves	(831)
(3,779)	Transfers to / (from) reserves	188
0	(Increase) / decrease in year on the HRA	(643)
<u>(10,656)</u>	Balance at 31 March	<u>(11,299)</u>

Adjustments between accounting basis and funding basis under statute

2017/18		2018/19
£'000		£'000
20,670	Gain/(loss) on HRA - Non Current Assets	15,530
(5,537)	Revaluation/Impairment of Housing Assets	(12,628)
618	Repayment of principal for capital finance lease	0
(39)	Holiday pay accruals and other accumulating compensated absences	9
0	Net charges made for retirement benefits in accordance with IAS 19 (note 8)	(2,680)
26,356	Transfer to the Major Repairs Reserve	18,880
<u>42,068</u>		<u>19,112</u>

HOUSING REVENUE ACCOUNT

Notes to the Housing Revenue Account

1. Council Housing Stock

The Council was responsible for managing an average of 17,848 dwellings units during 2017/18

At 31 March 2019, the stock was made up as follows:

Dwelling type	units	Year of construction	units
Low rise flats	2180	Pre 1919	270
Medium rise flats	1576	1919 - 1944	8590
High rise flats	9468	1945 - 1964	3618
Houses and bungalows	4392	Post 1964	5144
Multi Occupied	6		
	<u>17,622</u>		<u>17,622</u>

The change in stock can be summarised as follows:

	2017/18	2018/19
	units	units
Stock at 1 April	17,923	17,774
Sales - Right to Buy	(219)	(201)
Additions	70	69
Adjustment (Review of Stock)	0	20
Demolitions (Decant Programme)	0	
Stock at 31 March	<u>17,774</u>	<u>17,662</u>

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

	2017/18	2018/19
	£000	£000
Dwellings	960,473	45,290
Other Land and Buildings	5,993	216
Vehicles Plant and Equipment	588	1,343
Infrastructure Assets	3,562	0
Assets Under Construction	50,187	17,615
	<u>1,020,803</u>	<u>64,464</u>

2. Vacant Possession Value

The vacant possession value of dwellings within the HRA at 31 March 2019 was £4.1 billion (£3.8 billion 31 March 2018).

The balance sheet value of dwellings, which is stated at Existing Use Value - Social Housing (EUV - SH), is lower than the vacant possession value. This shows the economic cost to the government in providing council housing at less than the open market rental value.

HOUSING REVENUE ACCOUNT

3. Major Repairs Reserve

The following is an analysis of the Major Repairs Reserve (MRR):

Major Repairs Reserve	2017/18 £000	2018/19 £000
Balance at 1 April	(998)	(311)
Amount transferred to MRR (Depreciation)	(13,957)	(14,576)
Debits to the MRR in respect of capital expenditure on HRA land and	41,000	33,534
Amount transferred from MRR to Capital Projects Dispute Reserve	(26,356)	0
Transfers from HRA to MRR		(18,880)
Balance at 31 March	(311)	(234)

4. Capital Expenditure and Receipts

	Borrowing Approvals £000	Grant & S106 £000	Capital Receipts Reserve £000	Major Repairs Reserve £000	Total £000
Houses			12,584	32,706	45,290
Land					0
Other property			1,343	216	1,559
Assets Under Construction			17,004	611	17,615
Total	0	0	30,931	33,533	64,464

Capital receipts derived from disposals of land, houses and other property within the HRA during 2018/19 are summarised as follows:

	2017/18 £000	2018/19 £000
Houses	38,864	29,685
Land	0	0
Other property	0	0
Total	38,864	29,685

5. Depreciation and Impairment

The total charge for depreciation to the HRA was £13.449 million for dwellings and £0.122 million for other property (2017/18 £13.957 million and £0.992 million, respectively). Revaluation loss of £7.206m million have also been charged to the HRA.

The Council commissioned an impairment review of all its assets from its valuers, Wilks Head & Eve. The conclusion of the valuers was that no impairment allowance should be applied to the value of the housing stock.

6. Sums directed by the Secretary of State – Rent rebates transferred to General Fund

From 1 April 2004, HRA tenant rent rebates and the subsidy received from the Department for Work and Pensions (DWP) are accounted for in the General Fund. The exception to this is the subsidy withheld by the DWP because the rent levels set for the tenants are above the DWP guideline rent. This element, known as the 'rent rebate subsidy limitation', is charged to the HRA as

HOUSING REVENUE ACCOUNT

a reimbursement to the General Fund for its loss of subsidy income. No reimbursement is required from the Barking and Dagenham HRA in 2017/18 was £0k (2016/17 was £0k).

7. Rent Arrears

	2017/18 £000	2018/19 £000
Dwelling rents	5,717	3,762
Other charges/adjustments	1,149	2,507
	<u>6,866</u>	<u>6,269</u>

8. IAS 19 – Retirement Benefits

The Authority considers it to be proper accounting practice to allow the HRA to be charged with an attributable share of current and past service costs. From 2005/06, the HRA has also been charged with an attributable share of pensions interest costs, less expected return on pensions assets. However, as Local Authorities can only charge actual employer contributions and payments against the HRA, the IAS 19 entries are reversed out in the Movement on the HRA Statement and replaced by actual employers' contributions payable to the scheme.

9. Revenue Expenditure Funded from Capital Under Statute (REFCUS)

Revenue expenditure funded from capital under statute on the HRA in 2018/19 was nil (2017/18: nil).



Collection Fund Account

for the year ended

31st March 2019



COLLECTION FUND ACCOUNT

	2018/19			2017/18	
	NDR Supplement	NDR	Council Tax	Total	Total
	£000	£000	£000	£000	£000
Income					
Council Tax Receivable			(76,956)	(76,956)	(71,342)
Business Rates Receivable		(59,854)		(59,854)	(60,608)
Business Rate Supplement	(1,529)			(1,529)	(1,493)
Transitional Protection Payments		(100)		(100)	3,935
	(1,529)	(59,954)	(76,956)	(138,439)	(129,508)
Expenditure					
Precepts, Demands and Shares					
Central Government		0		0	18,831
Greater London Authority	1,523	21,925	14,353	37,801	35,835
Billing Authority		38,977	58,521	97,498	70,624
	1,523	60,902	72,874	135,299	125,290
Apportionment of Previous Year Surplus/(Deficit)					
Central Government		939		939	(534)
Greater London Authority		105	385	490	1,099
Billing Authority		448	1,569	2,017	4,806
	0	1,492	1,954	3,446	5,371
Charges to Collection Fund					
Write Offs of uncollectable amounts		57	100	157	110
Inc/(Dec) in Bad Debt Provision		637	3,314	3,951	642
Inc/(Dec) in Provision for Appeals		(2,201)		(2,201)	1,896
Cost of Collection	6	204		210	211
	6	(1,303)	3,414	2,117	2,859
(Surplus)/Deficit arising during the year	0	1,137	1,286	2,423	4,013
(Surplus)/Deficit at 1st April 2018	0	1,352	(4,227)	(2,875)	(6,888)
(Surplus)/Deficit at 31st March 2019	0	2,489	(2,941)	(452)	(2,875)
(Surplus)/Deficit Balance Attributable					
London Borough of Barking & Dagenham		634	(2,387)	(1,753)	(2,986)
Greater London Authority		928	(554)	374	125
Central Government		927		927	(14)

COLLECTION FUND ACCOUNT

1. Council Tax Base

The tax base used to determine this figure was Band 'D' equivalent.

Band	Number of Properties after Discounts and Exemptions	Band 'D' Equivalent Properties
A (Disabled)	0.2	0.1
A	3,776.1	2,517.4
B	7,870.4	6,121.4
C	35,461.1	31,520.9
D	7,960.1	7,960.1
E	1,525.2	1,864.2
F	304.8	440.2
G	40.3	67.2
H	3.0	6.0
Total Band 'D' equivalents for 2018/19		50,497.48
Projected changes in discounts and growth		
Less in year non-collection allowance		(3,282.34)
Add arrears collection		1,567.17
Council Tax Base for 2018/19		48,782.31
Council Tax Base for 2017/18		47,273.15

2. National Non-Domestic Rates (NNDR)

Under the arrangements for NNDR, the Council collected rates in the Borough are based on rateable values assessed by the District Valuer, and multiplied by a uniform rate in the pound set each year by the government.

From 1 April 2010, those ratepayers with a Rateable Value in excess of £55k were subject to an additional levy from the Greater London Authority on their Business Rates to fund the Crossrail project. In 2017/18 the Rateable Value was increased to £70,000.

	2017/18 £'000s	2018/19 £'000s
Rateable Value at 31 March	154,873	154,447
Business rates multiplier for premises with rateable values (RV) of £25,500 and above	47.9p	49.3p
Small business rates multiplier for premises with RV below £25,500	46.6p	48.0p
Additional Crossrail NNDR Supplement multiplier for premises with a RV above £70,000 in 2017/18, £55,000 in 2016/17	2.0p	2.0p



Pension Fund Accounts

for the year ended
31st March 2019

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PENSION FUND ACCOUNTS

London Borough of Barking and Dagenham Pension Fund Account

	Note	2017/18 £000	2018/19 £000
Dealings with members, employers and others directly involved in the scheme			
Contributions	8	44,781	45,570
Transfers in from other pension funds	9	2,761	2,372
		47,542	47,942
Benefits	10	(38,240)	(40,216)
Payments to and on account of leavers	11	(4,216)	(2,765)
Administrative expenses	12	(723)	(773)
		(43,179)	(43,754)
Net additions for dealings with members		4,363	4,188
Returns on Investments			
Investment Income	13	18,618	9,759
Investment management expenses	14	(3,985)	(5,184)
Profit (losses) on disposal of investments and changes in the market value of investments	15	31,893	44,767
Net returns on investments		46,526	49,342
Net increase (decrease) in the net assets available for benefits during the year		50,889	53,530

Net Assets Statement as at 31 March 2019

The accounts summarise the transactions and net assets of the Fund. They do not take account of liabilities to pay pensions and other benefits in the future.

	Note	2017/18 £000	2018/19 £000
Investment Assets	17	967,696	1,041,701
Current Assets	18	1,590	825
Current Liabilities	18	(910)	(20,624)
		968,376	1,021,902

Notes to the Pension Fund Accounts for the year ended 31 March 2019

1. Introduction

The Barking and Dagenham Pension Fund (“the Fund”) is part of the Local Government Pension Scheme (“LGPS”) and is administered by the London Borough of Barking and Dagenham (“LBBD”). The Council is the reporting entity for this Fund. The Fund is governed by the Public Service Pensions Act 2013 and the following secondary legislation:

- i. The LGPS Regulations 2013 (as amended)
- ii. The LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014 (as amended) and
- iii. The LGPS (Management and Investment of Funds) Regulations 2016.

The Fund is operated as a funded, defined benefit scheme which provides for the payment of benefits to former employees of LBBD and those bodies admitted to the Fund, referred to as “members”. The benefits include not only retirement pensions, but also widow’s pensions, death grants and lump sum payments in certain circumstances. The Fund is financed by contributions from members, employers and from interest and dividends on the Fund’s investments.

The objective of the Fund’s financial statements is to provide information about the financial position, performance and financial adaptability of the Fund and show the results of the Council’s stewardship in managing the resources entrusted to it and for the assets at the period end.

The Fund is overseen by the Fund’s Pension Committee, which is a Committee of LBBD.

Overall 2018/19 was a positive year for the Fund with a positive investment return, net of fund manager fees and custodian costs, of 5.2%, 2.7% lower than its benchmark of 7.9%. Over three years the Fund has returned an annualised return of 9.4%, which 0.5% below the Fund’s benchmark return of 9.9%.

Equities were the main driver of outperformance, with Baillie Gifford and Kempen providing a good return of 8.8% and 7.9% for the year. Property, passive bonds and Alternatives provided positive returns of between 2.9% and 7.2%. The Fund’s credit manager and infrastructure manager were the only strategies that provided negative returns for the year, with credit providing a disappointing return of -4.7% and infrastructure providing a return of -1.9%.

A number of new employers were admitted to the Fund in 2018/19, including, B&D Trading Partnership, BD Together, BD Corporate Cleaning, BD SIP, Lewis and Graves and Town and Country. The total number of active employers within the Fund was 33 as at year end.

2. Format of the Pension Fund Statement of Accounts

The day to day administration of the Fund and the operation of the management arrangements and investment portfolio are delegated to the Chief Operating Officer.

The following description of the Fund is a summary only. For more details, reference should be made to the Fund’s Annual Report for 2018/19, which can be obtained from the Council’s website: <http://www.lbbdpensionfund.org>

The statutory powers that underpin the scheme are the Superannuation Act 1972 and the Local Government Pension Scheme (LGPS) regulations, which can be found at: www.legislation.gov.uk.

PENSION FUND ACCOUNTS

a) Membership

All local government employees (except casual employees and teachers) are automatically enrolled into the Scheme. However, membership of the LGPS is voluntary and employees are free to choose whether to opt out, remain in the Scheme or make their own personal arrangements outside the Scheme. Organisations participating in the Fund include:

- Scheduled bodies, which are local authorities and similar bodies whose staff are automatically entitled to be members of the Fund; and
- Admitted bodies, which are other organisations that participate in the Fund under an admission agreement between the Fund and the relevant organisation. Admitted bodies include voluntary, charitable and similar bodies or private contractors undertaking a local authority function following outsourcing to the private sector.

A list of the Fund's scheduled and admitted employers are provided below. Not Active employers do not have any current members but have either deferred or pensioners. The obligations and assets for these employers have been absorbed by the Council.

Scheduled Bodies	Admitted Bodies
Active LBBB Barking College Dorothy Barely Academy Eastbury Academy Elutec Goresbrook Free School Greatfields Free School James Campbell Primary Partnerships Learning Riverside Bridge Riverside Free School Riverside School St Margarets Sydney Russell Thames View Infants Academy Thames View Junior Academy University of East London Warren Academy	Active Aspens B&D Citizen's Advice Bureau BD Corporate Cleaning BD Schools Improvement Partnership BD Together Be First BD Trading Partner Cleantech Elevate East London LLP Laing O'Rourke Lewis and Graves Schools Offices Services Ltd Sports Leisure Management The Broadway Theatre Town and Country Cleaners
Not Active <i>Magistrates Court (not active)</i>	Not Active <i>Abbeyfield Barking Society (not active)</i> <i>Age UK (not active)</i> <i>Council for Voluntary Service (not active)</i> <i>Disablement Assoc. of B&D (not active)</i> <i>East London E-Learning (not active)</i> <i>London Riverside (not active)</i> <i>May Gurney (not active)</i> <i>RM Education (not active)</i>

PENSION FUND ACCOUNTS

A breakdown of the Fund's member by employer type and by member type is included in the table below:

	2017/18	2018/19
Number of Employers with active members	27	33
Number of Employees in scheme		
London Borough of Barking and Dagenham		
Active members	4,754	4,298
Pensioners	4,361	4,687
Deferred pensioners	4,468	4,731
Undecided and other members	425	231
	<u>14,008</u>	<u>13,947</u>
Admitted and Scheduled Bodies		
Active members	1,558	1,978
Pensioners	912*	965
Deferred pensioners	1,335	1,466
Undecided and other members	60	62
	<u>4,262</u>	<u>4,471</u>

* 2017/18 Admitted and Scheduled body Pensioners have been restated from 1,335 to 912 as the original number included non-fund members who had a Guaranteed Minimum Pension.

b) Benefits

Pension benefits under the LGPS are based on final pensionable pay and length of pensionable service as summarised below:

	Service pre-1 April 2008	Service post 31 March 2008
Pension:	Each year worked is worth 1/80 x final pensionable salary.	Each year worked is worth 1/60 x final pensionable salary.
Lump sum:	Automatic lump sum of 3 x salary. In addition part of annual pension can be exchanged for a one-off tax-free cash payment. A lump sum of £12 is paid for each £1 of pension given up.	No automatic lump sum, part of the annual pension can be exchanged for a one-off tax-free cash payment. A lump sum of £12 is paid for each £1 of pension given up.

The benefits payable in respect of service from 1 April 2014 are based on career average devalued earnings and the number of years of eligible service. The accrual rate is 1/49 and the benefits are index-linked to keep pace with inflation. From 1 April 2011, the method of indexation changed from the Retail Prices Index (RPI) to the Consumer Prices Index (CPI).

3. Basis of preparation

The accounts summarise the transactions and net assets for the Fund's transactions for the 2018/19 financial year and its position as at 31 March 2019. The accounts have been prepared in accordance with the Code of Practice for Local Authority Accounting in the United Kingdom 2018/19. The financial statements do not reflect any liabilities to pay pension or other benefits occurring after 31 March 2019. Such items are reported separately in the Actuary's Report provided in Note 19 to the Fund's accounts.

The accounts have been prepared on an accruals basis (that is income and expenditure are recognised as earned or incurred, not as received and paid) except in the case of transfer values which are included in the accounts on a cash basis.

3.1 Transfers to and from other schemes

Transfer values represent the amounts received and paid during the year for members who have either joined or left the Fund during the financial year and are calculated in accordance with the LGPS Regulations. Transfer Values to/from other funds, for individuals, are included in the accounts based on the actual amounts received and paid in the year.

Transfers in from members wishing to use the proceeds of their additional voluntary contributions to purchase scheme benefits are accounted for on a receipts basis and are included in Transfers In (see Note 9).

3.2 Investment income

- i) Interest income - Interest income is recognised in the Fund account as it accrues. Interest from financial assets that are not carried at fair value through profit and loss, i.e. loans and receivables, are calculated using the effective interest basis.
- ii) Dividend income - Dividend income is recognised on the date the shares are quoted ex-dividend. Any amount not received by the end of the reporting period is disclosed in the Net Assets Statement as a current financial asset.
- iii) Movement in the net market value of investments - Changes in the net market value of investments are recognised as income and comprise all realised and unrealised profits/loss during the year.

3.3 Investments in the Net Assets Statement at market value on the following basis:

- i) Quoted investments are valued at bid price at the close of business on 31 March 2019;
- ii) Unquoted investments are based on market value by the fund managers at year end in accordance with accepted guidelines;
- iii) Pooled investment vehicles are valued at closing bid price if both bid and offer prices are published; or if single priced, at the closing single price. In the case of pooled investment vehicles that are accumulation funds, change in market value also includes income which is reinvested in the fund, net of applicable withholding tax;
- iv) Investments held in foreign currencies have been valued in sterling at the closing rate ruling on 31 March 2019. All foreign currency transactions are translated into sterling at exchange rates ruling at the closing rate of exchange; and
- v) Limited partnerships are valued at fair value on the net asset value ascertained from periodic valuations provided by those controlling the partnership.

3.4 Administration

All administration expenses are accounted for on an accrual basis. Staff costs associated with the Fund are charged to the Fund, with management, accommodation and other overheads apportioned in accordance with LBBB's policy. These are disclosed in Note 12.

3.5 Taxation

PENSION FUND ACCOUNTS

The Fund is a registered public-sector service scheme under section 1(1) of schedule 36 of the Finance act 2004 and as such is exempt from UK income tax on interest received and from capital gains tax on the proceed of investments sold.

Taxation agreements exist between Britain and other countries whereby all or a proportion of the tax deducted locally from investment income may be reclaimed. Non-recoverable deductions are classified as withholding tax.

Value Added Tax is recoverable on all Fund activities by the administering authority.

3.6 Investment management expenses

All investment management expenses are accounted for on an accrual basis.

External manager fees, including custodian fees, are agreed in the respective mandates governing their appointments, which are broadly based on the market value of the Fund's investments under their management. Therefore, investment management fees increase / decrease as the value of these investments change.

The Fund does not include a performance related fees element in any of their contracts. Where it has not been possible to confirm the investment management fee owed by the balance sheet date, an estimate based on the market value has been used.

Most the Fund's holdings are invested in pooled funds which include investment management expenses, including actuarial, trading costs and fund manager fees, within the pricing mechanism. These are disclosed in Note 14.

The Council has made a prepayment of employer pension contributions to the Fund, totalling £40m. The interest costs associated with this prepayment are included as an investment management expense.

3.7 Foreign currency transactions

Dividends, interest, purchases and sales of investments in foreign currencies have been accounted for at the spot market rates at the date of transaction. End-of-year spot market exchange rates are used to value cash balances held in foreign currency bank accounts.

3.8 Derivatives

The Fund has a limited use of derivative financial instruments to manage its exposure to specific risks arising from its investment activities. The Fund does not hold derivatives for speculative purposes. Derivative contract assets are fair valued at bid prices and liabilities are fair valued at offer prices. Changes in the value of derivative contracts are included in change in market value.

The value of futures contracts is determined using exchange prices at the reporting date. Amounts due from or owed to the broker are the amounts outstanding in respect of the initial margin and variation margin.

The Fund has no direct holdings in exchange traded or over-the-counter options, although some of these trading tools are used within a number of the Fund's pooled investments.

3.9 Cash and cash equivalents

Cash comprises cash in-hand and on-demand deposits.

PENSION FUND ACCOUNTS

Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to minimal risk of changes in value.

3.10 Present Value of Liabilities

These accruals do not include the Fund's liabilities to pay pensions and other benefits, in the future, to all the present contributors to the Fund. These liabilities are taken account of in the periodic actuarial valuations of the Fund and are reflected in the levels of employers' contributions determined at these valuations.

3.11 Actuarial present value of promised retirement benefits

The actuarial present value of promised retirement benefits is assessed on a triennial basis by the Scheme actuary in accordance with the requirements of IAS 19 and relevant actuarial standards.

As permitted under IAS 26, the Fund has opted to disclose the actuarial present value of promised retirement benefits by way of a note to the Net Assets Statement (Note 19).

3.12 Contingent assets and liabilities

Contingent assets and liabilities are not recognised in the Fund's Balance Sheet but are disclosed as a note to the accounts. They arise as a result of past events but are only confirmed by the occurrence of one or more uncertain future events which are not entirely within the Fund's control.

Contingent liabilities arise from a present obligation arising from past events but only where it is not probable that a transfer of economic benefits will be required to settle the obligation or where the amount of the obligation cannot be measured with sufficient reliability.

4. Critical Judgements in applying accounting policies

In applying the accounting policies set out in Note 2, the Fund has had to make certain judgements about complex transactions or those involving uncertainty about future events.

A critical judgement made within the accounts is for the Pension Fund liability, which is calculated every three years by the appointed Actuary. The methodology used is in line with accepted guidelines. Assumptions underpinning the valuations are agreed with the Actuary and are summarised in Note 19. This estimate is subject to significant variances based on changes to the underlying assumptions.

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

The Statement of Accounts contains estimated figures that are based on assumptions made by the Fund about the future or that are otherwise uncertain. Estimates are made taking into consideration historical experience, current trends and other relevant factors. However, as balances cannot be determined with certainty, actual results could be materially different from the assumptions and estimates. There were no items in the Statement of Accounts 2017/18 for which there is a significant risk of material adjustment in the forthcoming financial years.

6. Additional Voluntary Contributions (AVC)

Additional Voluntary Contributions (AVCs) administered by the Prudential, made by LBBB employees during the year amounted to **£267k** (2017/18 £338k). In accordance with Regulation 4(2) (b) of the Pension Scheme (Management and Investment of Funds) Regulations 2009 the

PENSION FUND ACCOUNTS

contributions paid and the assets of these investments are not included in the Pension Fund Accounts. AVCs were valued by Prudential at a market value of **£4.0m** (2017/18 £4.3m).

7. Recharges from the General Fund

The LGPS (Management and Investment of Funds) Regulations 2016 permit the Council to charge administration costs to the Fund. A proportion of the relevant Council costs have been charged to the Fund on the basis of actual time spent on Pension Fund business. Costs incurred in the administration and the oversight and governance of the Fund are included in Note 9.

8. Contributions

Benefits are funded by contributions and investment earnings. Contributions are made by active members of the Fund in accordance with the LGPS (Benefits, Membership and Contributions) Regulations 2007, ranging from 5.5% to 12.5% of pensionable pay for the financial year ending 31 March 2019. Employee contributions are matched by employer contributions, which are set based on triennial actuarial funding valuations. Currently employer contribution rates range from 15.6% to 43.0%.

Pension strain contributions are accounted for in the period in which the liability arises. Any amounts due in year but unpaid will be classed as a current financial asset.

The Council uses a mechanism to stabilise the contribution rates. This was agreed following the actuary, Hymans Robertson, completing a stochastic modelling of the long-term funding position. Eligibility for stabilisation is dependent on reasonable consistency in an employer's membership profile. The primary contribution rate for the financial year ending 31 March 2019 was 23.5%.

Contributions shown in the revenue statement may be categorised as follows:

Contributions	2017/18	2018/19
Members normal contributions	£000	£000
Council	6,941	6,710
Admitted bodies	434	959
Scheduled bodies	2,118	1,913
Total contributions from members	9,493	9,582
Employers normal contributions		
Council	23,837	23,605
Admitted bodies	1,439	3,773
Scheduled bodies	8,021	7,183
Capitalised Redundancy costs	1,991	1,428
Total contributions from employers	35,288	36,933
Total Contributions	44,781	45,571

9. Transfers in from other pension funds

	2017/18	2018/19
	£000	£000
Individual Transfers	2,761	2,372
Group Transfers*	0	0
	2,761	2,372

PENSION FUND ACCOUNTS

10. Benefits

Benefits payable and refunds of contributions have been brought into the accounts based on all valid claims approved during the year.

	2017/18				2018/19			
	Council	Bodies	Bodies	Total	Council	Admitted Bodies	Scheduled Bodies	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Pensions	26,152	389	5,084	31,625	26,913	462	5,678	33,053
Lump sums	3,229	37	2,110	5,376	4,934	226	1,216	6,376
Death grants	835	-	404	1,239	599	1	187	787
Interest	-	-	-	-	-	-	-	-
	<u>30,216</u>	<u>426</u>	<u>7,598</u>	<u>38,240</u>	<u>32,446</u>	<u>689</u>	<u>7,081</u>	<u>40,216</u>

11. Payments to and on account of leavers

	2017/18 £000	2018/19 £000
Individual Transfers	3,966	2,439
Refunds	250	326
	<u>4,216</u>	<u>2,765</u>

12. Administrative expenses

	2017/18 £000	2018/19 £000
Administration and Processing	473	458
Audit Fee	21	16
Actuarial Fees	66	35
Legal and Other Professional Fees	39	84
ICT Costs	124	179
	<u>723</u>	<u>773</u>

13. Investment Income

	2017/18 £000	2018/19 £000
Fixed Interest Securities	423	421
Equity Dividends	16,123	6,252
Pooled Property Income	1,875	2,759
Interest - Manager's Cash	1	184
Interest - LBBB balance	31	120
Other Income	165	23
	<u>18,618</u>	<u>9,759</u>

14. Investment management expenses

	2017/18 £000	2018/19 £000
Management Fees	3,027	3,587
Advisor Fees	64	61
Performance Reporting Fees	9	14
Governance Fees	251	239

PENSION FUND ACCOUNTS

Custody Fees	28	25
Interest Costs	606	1,258
	3,985	5,184

15. Investments

The movement in the opening and closing value of investments during the year, together with related direct transaction costs were as follows:

	Value 31/03/2018 £000	Purchases £000	Sales £000	Change in Fair Value £000	Cash Movement £000	Value 31/03/2019 £000
Pooled Unit Trusts	778,268	5,649	-	41,381	-	825,298
Property Unit Trusts	63,662	39,570	(39,571)	490	-	64,151
Pooled Alternatives	55,488	26,209	(18,456)	5,540	-	68,781
Infrastructure	67,077	7,207	-	135	-	74,419
Other Investments	802	-	-	(155)	-	647
Derivative Contracts						
Futures	400	233,930	(231,908)	(2,648)	-	(226)
Cash Deposits						
Custodian	1,073	287,587	(284,595)	24	-	4,089
In-House	632	-	-	-	3,900	4,532
Total	967,402	600,152	(574,530)	44,767	3,900	1,041,691

	Value 31/03/2017 £000	Purchases £000	Sales £000	Change in Fair Value £000	Cash Movement £000	Value 31/03/2018 £000
Pooled Unit Trusts	715,607	43,634	(300)	19,327	-	778,268
Property Unit Trusts	61,208	-	(1,498)	3,952	-	63,662
Pooled Alternatives	51,285	31,926	(27,653)	(70)	-	55,488
Infrastructure	75,761	-	(14,463)	5,779	-	67,077
Other Investments	2,607	-	(1,812)	7	-	802
Derivative Contracts						
Futures	424	198,879	(201,731)	2,828	-	400
Cash Deposits						
Custodian	2,928	-	-	70	(1,925)	1,073
In-House	5,288	-	-	-	(4,656)	632
Total	915,108	274,439	(247,457)	31,893	(6,581)	967,402

The change in fair value of investments during the year comprises all increases and decreases in the value of investments held at any time during the year, including profits and losses realised on sales of investment and changes in the sterling value of assets caused by changes in exchange rates. In the case of pooled investment vehicles changes in market value also includes income, net of withholding tax, which is reinvested in the Fund.

The cost of purchases and the sales proceeds are inclusive of transaction costs, such as broker fees and taxes. In addition to transaction costs, indirect costs are incurred through the bid offer spread on investments within pooled investment vehicles. The amount of indirect cost is not separately provided to the Fund. The Fund employs specialist investment managers with

PENSION FUND ACCOUNTS

mandates corresponding to the principle asset classes. The managers as at 31 March 2019 are highlighted below:

A list of the Fund's Fund Manager, their mandate and the asset type is outlined in the table below:

Investment Manager	Mandate	Asset Type
Aberdeen Asset Management	Active	Diversified Alternatives
Mellon Corporation	Active	Global Credit
London CIV: Baillie Gifford	Active	Global Equity (Pooled)
London CIV: Pyrford	Active	Absolute Return
London CIV: Newton	Active	Absolute Return
London CIV: Other	Passive	None
BlackRock	Active	Property Investments (UK)
Hermes	Active	Infrastructure (LLP)
Kempen	Active	Global Equity (Pooled)
Prudential/M&G	Active	Alternatives - UK Companies Financing
RREEF	Active	Property Investments (UK)
Schroders	Active	Property Investments (UK Fund of Funds)
UBS	Passive	Global Equity (Pooled)
UBS	Passive	All Share Fixed Income (Pooled)

The value of the Fund, by manager, as at 31 March 2019 was as follows:

Fund by Investment Manager	2017/18		2018/19	
	£000	%	£000	%
Aberdeen Asset Management	55,889	5.8	68,555	6.6
BlackRock	39,031	4.0	39,651	3.8
Hermes	67,078	6.9	74,419	7.1
Kempen	153,324	15.8	165,846	16.0
Other Cash Balances	1,707	0.2	8,621	0.8
Prudential/M&G	653	0.1	498	0.0
RREEF	348	0.0	338	0.0
Schroders	24,283	2.5	24,162	2.3
Mellon Corporation	66,403	6.9	63,364	6.1
UBS Passive Bonds	35,990	3.7	37,324	3.6
UBS Passive Equity	171,957	17.9	183,816	17.7
London CIV	150	0.0	150	0.0
London CIV - Baillie Gifford	186,184	19.2	202,492	19.5
London CIV - Pyrford	99,780	10.3	103,188	9.9
London CIV - Newton	64,625	6.7	69,267	6.6
Total	967,402	100.0	1,041,691	100.0

16. Cash

The cash balance held at 31 March 2019 is made up as follows:

Cash balances held by Investment Managers	2017/18 £000	2018/19 £000
Aberdeen Asset Management	928	1,541
Prudential / M&G	0	184
Schroders	26	862

PENSION FUND ACCOUNTS

BlackRock	74	1,499
Other balances	46	3
In-house Cash	633	4,532
Total Cash	1,707	8,621

17. Securities

	2017/18 £000's	2018/19 £000's
Investment Assets		
Pooled funds - UK		
UK fixed Income Unit Trust	35,990	37,324
UK Equity Unit Trust	358,291	386,458
UK Absolute Return	164,405	172,455
UK Property Unit Trust	24,631	24,500
UK Unit Trust	653	498
Pooled funds - Overseas		
Overseas Fixed Income Unit Trust	66,403	63,364
Overseas Equity Unit Trust	153,324	165,846
Overseas Property Unit Trust	39,031	39,651
Other Investment - Infrastructure	67,078	74,419
Other Investment - Private Equity	22,720	34,714
Other Investment - Hedge Funds	32,770	34,067
Other Investment – Tax Recoverable	294	10
Cash	1,707	8,621
Futures	400	(226)
Total Investment Assets	967,696	1,041,701
Current Assets: Debtors	1,590	825
Current Liabilities: Creditors	(910)	(20,624)
Total Net Assets	968,376	1,021,902

18. Debtors and Creditors

The following amounts were debtors or creditors for the Fund at 31 March 2019:

	2017/18 £000	2018/19 £000
Debtors		
Other Investment Balances		
Tax recoverable	294	10
Current Assets		
Other local authorities	1,130	347
Other entities and individuals	460	478
Total Current Assets	1,590	825
Total Debtors	1,884	835
Current Liabilities		
Other local authorities	725	382
LBBB Prepayment	-	20,000
Other entities and individuals	185	242
Total Creditors	910	20,624

19. Holdings

All holdings within the Fund as at 31 March 2019 were in pooled funds or Limited Liability Partnerships (LLP), with no direct holdings over 5% of the net assets of the scheme. As at 31 March 2019 the following pooled funds and LLPs were over 5% of the scheme's net assets:

Security	Market Value as at 31 March 2019 £000	% of Total Fund %
London CIV - Baillie Gifford	202,492	19.5
UBS Passive Equity	183,816	17.7
Kempen	165,846	16.0
London CIV - Pyrford	103,188	9.9
Hermes	74,419	7.1
London CIV - Newton	69,267	6.7
Mellon Corporation	63,364	6.1

20. Investment Strategy Statement

An Investment Strategy Statement was agreed by the Council's Investment Committee on 15 March 2018 and is updated periodically to reflect changes made in Investment Management arrangements. The nature and extent of risk arising from financial instruments and how the Fund manages those risks is included in the Investment Strategy Statement.

Copies can be obtained from the Council's Pension website: <http://www.lbbdpensionfund.org>

21. Actuarial position

Actuarial assumptions

The 2016 triennial review of the Fund took place as at 31 March 2016 and the salient features of that review were as follows:

- The funding target is to achieve a funding level of at least 100% over a specific period;
- Deficit recovery period reduced from 20 years in 2013 to 17 years in 2016;
- The key financial assumptions adopted at this valuation are:
 - Future levels of price inflation are based on the Consumer Price Index (CPI);
 - Funding discount rate based on an Asset Outperformance target of 1.7% p.a. above the yield on fixed interest (nominal) and index-linked (real) Government bonds;
 - The resulting discount rate of 4.1% (4.7% as at 31 March 2013).
- Market value of the scheme's assets at the date of the valuation were £772 million;
- The past service liabilities at the rate of the valuation were £1,001 Million;
- The resulting funding level was 77.2% (70.6% as at 31 March 2013); and
- The use of an appropriate asset outperformance assumption is based on available evidence and is a measure of the degree of prudence assumed in the funding strategy.

PENSION FUND ACCOUNTS

The valuation has made assumptions about member longevity and has used the following average future life expectancies for pensioners aged 65 at the valuation date:

Longevity Assumptions	2013	2013	2016	2016
at 31 March	Male	Female	Male	Female
Average future life expectancy (in years for a pensioner)	21.8	24.0	22.0	24.7
Average future life expectancy (in years) at age 65 for non-pensioner assumed to be aged 45 at the valuation date	24.1	26.5	24.0	26.4

The key financial assumptions adopted by the actuary for the valuation of members' benefits at the 2016 valuation are set out below:

Financial assumptions	31 March 2013	31 March 2016
Discount rate		
Return on long-dated gilts	3.0%	2.2%
Asset Outperformance Assumption	1.7%*	1.9%*
Discount rate	4.7%	4.1%
Benefit increases		
Retail Prices Inflation (RPI)	3.3%	3.2%
Assumed RPI/CPI gap	(0.8%)*	(1.0%)*
Benefit increase assumption (CPI)	2.5%	2.1%
Salary increases		
Retail Prices Inflation (RPI)	3.3%	3.2%
Increases in excess of RPI	0.5%*	(0.6%)*
Salary increase assumption	3.8%	2.6%

*Adjustments are applied arithmetically in 2013 and geometrically in 2016

Funding level and position

The table below shows the detailed funding level for the 2016 valuation:

Employer contribution rates	As at 31 March	
	2013	2016
Primary Rate (net Employer Future Service Cost)	18.7%	18.2%
Secondary Rate (Past Service Adjustment – 17-year spread)	12.7%	6.8%
Total Contribution Rate	31.4%	25.0%

The Primary rate above includes an allowance for administration expenses of 0.4% of pay. The employee average contribution rate is 6.7% of pay. The table below shows the funding position as at 31 March 2016.

Past Service Funding Position at 31 March	As at 31	As at 31
	March 2013	March 2016
Past Service Liabilities	£m	£m
Employees	(316)	(324)
Deferred Pensioners	(180)	(221)
Pensioners	(406)	(456)
	(902)	(1,001)
Market Value of Assets	636	772
Funding Deficit	(266)	(228)
Funding Level	70.6%	77.2%

Present value of funded obligation

PENSION FUND ACCOUNTS

The actuarial value of promised retirement benefits at the accounting date, calculated in line with International Accounting Standard 19 Employee Benefits (IAS 19) assumptions, is estimated to be **£1,676m** as at 31 March 2019 (31 March 2018: £1,487m). This figure is used for statutory accounting purposes by the Pension Fund and complies with the requirements of IAS 26 Accounting and Reporting by Retirement Benefit Plans. The assumptions underlying the figure are as per the IAS 19 assumptions above.

The figure is prepared for the purposes of IAS 26 and has no validity in other circumstances. It is not relevant for calculations undertaken for funding purposes and setting contributions payable to the Fund, which is carried out on a triennial basis.

Total contribution rate

The table below shows the minimum total contribution rates, expressed as a percentage of pensionable pay, which was applied to the 2018/19 accounting period:

Scheduled Bodies	Rate %	Admitted Bodies	Rate %
Barking College	25.3	Aspens	31.3
Dorothy Barely Academy	18.7	B&D Citizen's Advice Bureau	43.0
Eastbury Academy	23.6	BD Corporate Cleaning	27.8
Elutec	20.0	BD Schools Improvement Partnership	27.7
Goresbrook Free School	15.6	BD Together	27.8
Greatfields Free School	23.5	Be First	27.0
James Cambell Academy	22.8	Cleantech	28.1
LBBB	23.5	Elevate East London LLP	21.3
Partnership Learning	21.9	Laing O'Rourke	28.1
Riverside Bridge	17.7	Lewis and Graves	23.5
Riverside Free School	17.6	Schools Offices Services Ltd	24.4
Riverside School	17.3	Sports Leisure Management	22.2
St Margarets Academy	23.0	The Broadway Theatre	31.1
Sydney Russell	20.5	Town and Country Cleaners	24.7
Thames View Infants Academy	18.1		
Thames View Junior Academy	20.0		
University of East London	28.6		
Warren Academy	24.4		

The financial statements do not take account of liabilities to pay pensions and other benefits after the period end.

22. Valuation of financial instruments carried at fair value

The valuation of financial instruments has been classified into three levels, according to the quality and reliability of information used to determine fair values.

Level 1

Financial instruments at Level 1 are those where the fair values are derived from unadjusted quoted prices in active markets for identical assets or liabilities. Products classified as level 1 comprise quoted equities, quoted fixed securities, quoted index linked securities and unit trusts. One of the Fund's absolute return mandates, Pyrford, holds a mixture of quoted equities and fixed income that is traded on an active market and have therefore been classified as Level 1.

PENSION FUND ACCOUNTS

Listed investments are shown as bid prices. The bid value of the investment is based on the bid market quotation of the relevant stock exchange. The total financial instruments held by the **Fund at Level 1 were £834.6m**

Level 2

Financial instruments at Level 2 are those where quoted market prices are not available, for example, where an instrument is traded in a market that is not considered to be active, or where valuation techniques use inputs that are based significantly on observable market data. For the Fund these investments includes pooled property holdings, the Fund's absolute return manager Newton, where some of the assets, although liquid, do not readily have a market value. The Fund did not hold any Level 2 investments as at 31 March 2019.

Level 3

Financial instruments at Level 3 are those where at least one input could have a significant effect on the instrument's valuation is not based on observable market data.

Such instruments would include unquoted equity investments and hedge fund or funds, which are valued using various valuation techniques that require significant judgement in determining appropriate assumptions. The Fund's infrastructure manager has been classified as level 3 as valuations are based on a variety of assumptions and the assets held do not have a readily identifiable market.

The values of the investment in infrastructure are based on the net asset value provided by the fund manager. Assurances over the valuation are gained from the independent audit of the value. The total financial instruments held by the Fund at **Level 3 were £207.4m.**

23. Events after the Reporting Period

None

24. Related parties

The Fund is a related party of the Council as the following transactions are controlled by the Council. Pension administration and investment management costs of **£751.1k** (2017/18: £658.2k) are charged by the Council.

25. Contingent Asset and liabilities

As at 31 March 2019 there were no contingent assets or liabilities.

26. Compensation of key management personnel

Compensation of key management personnel, including members of the Pension Committee, the Chief Operating Officer, the Director of Finance, the Group Manager for Treasury and Pensions and the Treasury Manager, charged to the Fund are provided below:

	2017/18	2018/19
	£000	£000
Short Term employee benefits	243.0	231.7
Total	243.0	231.7

PENSION FUND ACCOUNTS

27. Financial Instruments

Accounting policies describe how different asset classes of financial instruments are measured, and how income and expenses, including fair value gains and losses, are recognised. The following table analyses the carrying amounts of financial assets and liabilities (excluding cash) by category and net assets statement heading. No financial assets were reclassified during the accounting period. The authority has not entered into any financial guarantees that are required to be accounted for as financial instruments.

Financial assets	Designated as fair value through profit and loss £000	Loan and receiv ables 2017/18 £000	Financial liabilities at amortised cost £000	Designated as fair value through profit and loss £000	Loan and receiv ables 2018/19 £000	Financial liabilities at amortised cost £000
Pooled Fixed Income Unit Trusts	102,393	-	-	100,688	-	-
Equities	511,615	-	-	552,304	-	-
Property Unit Trusts	63,663	-	-	64,151	-	-
Cash	-	1,707	-	-	8,620	-
Other investments	288,318	-	-	315,938	-	-
Total Financial Assets	965,989	1,707	-	1,033,081	8,620	-
Financial Assets - Debtors			1,590			825
Financial liabilities - Creditors			(910)			(20,624)
Total Net Assets	965,989	3,297	(910)	1,033,081	8,620	(19,799)

28. Nature and extent of risks arising from Financial Instruments

The Fund activities expose it to a variety of financial risks, including:

- **Market risk** – the possibility that financial loss might arise from the Fund's as a result of changes in such measures as interest rates or stock market movements;
- **Interest rate risk** – the risk that interest rates may rise/fall above expectations;
- **Credit risk** - the risk that other parties may fail to pay amounts due;
- **Liquidity risk** – the risk that the Fund may not have funds available to meets its commitments to make payment; and
- **Refinancing risk** – the risk that the Fund might be required to renew a financial instrument on maturity at disadvantageous interest rates or terms.

The Fund's primary long-term risk is that the Fund's assets will fall short of its liabilities (i.e. promised benefits payable to members). Therefore, the aim of investment risk management is to minimise the risk of an overall reduction in the value of the Fund and to maximise the opportunity for gains across the whole Fund portfolio. The Fund achieves this through asset diversification to reduce exposure to market risk (price risk, currency risk and interest rate risk) and credit risk to an acceptable level.

In addition, the fund manages its liquidity risk to ensure there is sufficient liquidity to meet the Fund's forecast cash flows. The Council manages these investment risks as part of its overall pension Fund risk management programme.

Responsibility for the Fund's risk management strategy rests with the Fund's Committee. Risk management policies have been established to identify and analyse the risks faced by the Council's pensions operations. Policies are reviewed regularly to reflect changes in activity and in market conditions.

Risk and risk management

Market risk

Market risk is the risk of loss from fluctuations in equity prices, from interest and foreign exchange rates and from credit spreads. The Fund is exposed to market risk predominantly from its equity holdings. The level of risk exposure depends on market conditions, expectations of future price and yield movements and the asset mix. The objective of the Fund's risk management strategy is to identify, manage and control market risk exposure within acceptable parameters, whilst optimising the return on risk.

In general, excessive volatility in market risk is managed through the diversification of the portfolio in terms of geographical and industry sectors and individual securities. To mitigate market risk, the Council and its investment advisors undertake appropriate monitoring of market conditions and benchmark analysis. The Fund manages these risks in two ways:

- Fund's exposure to market risk is monitored by reviewing the Fund's asset allocation; and
- Specific risk exposure is limited by applying maximum exposures to individual investments.

Fund equity managers may use futures contracts and exchange traded option contracts to manage market risk on equity investment.

Other price risk

Other price risk represents the risk that the value of a financial instrument will fluctuate as a result of changes in market prices (other than those arising from interest rate risk or foreign exchange risk), whether those changes are caused by factors specific to the individual instrument or its issuer or factors affecting all such instruments in the market.

The Fund is exposed to share and derivative price risk. This arises from investments held by the Fund for which the future price is uncertain. All securities investments present a risk of loss of capital. The maximum risk resulting from financial instruments is determined by the fair value of the financial instruments.

The Fund's investment managers mitigate this price risk through diversification and the selection of securities and other financial instruments is monitored by the Council to ensure it is within limits specified in the Fund investment strategy.

Other price risk - sensitivity analysis

Potential price changes are determined based on the observed historical volatility of asset class returns. Riskier assets such as equities will display greater potential volatility than bonds as an example, so the overall outcome depends largely on Funds' asset allocations.

PENSION FUND ACCOUNTS

The potential volatilities are consistent with a one standard deviation movement in the change in value of the assets over the latest three years. This can then be applied to the period end asset mix. The Council has determined that the following movements in market price risk are reasonably possible for the 2018/19 reporting period.

Asset Class	One Year Expected Volatility (%)	Asset Class	One Year Expected Volatility (%)
Global Pooled Inc UK	10.01	Alternatives	3.92
Total Bonds	4.52	Cash	0.01
Property	2.32		

The sum of the monetary impact for each asset class will equal the total Fund impact as no allowance has been made for diversification of the one-year standard deviation for a single currency. Had the market price of the Fund investments increased or decreased in line with the above, the change in the net assets available to pay benefits in the market price would have been as follows (the prior year comparator is shown below):

Asset Type	Value as at 31 March 2019 £000	% Change	Value on Increase £000	Value on Decrease £000
Pooled Fixed Interest Securities	100,688	4.52	105,240	96,137
Pooled Equity Investments	552,304	10.01	607,590	497,018
Pooled Property	64,150	2.32	65,639	62,663
Pooled Absolute Return	172,455	3.92	179,215	165,695
Infrastructure	74,419	3.92	77,336	71,502
Other Investments	69,064	3.92	71,771	66,356
Cash	8,621	0.01	8,623	8,619
Total	1,041,701		1,115,412	967,990

Asset Type	Value as at 31 March 2018 £000	% Change	Value on Increase £000	Value on Decrease £000
Pooled Fixed Interest Securities	102,393	4.52	107,021	97,765
Pooled Equity Investments	511,615	10.01	562,828	460,402
Pooled Property	63,662	2.32	65,139	62,185
Pooled Absolute Return	164,405	3.92	170,850	157,960
Infrastructure	67,078	3.92	69,707	64,449
Other Investments	56,837	3.92	59,065	54,609
Cash	1,707	0.01	1,707	1,707
Total	967,697		1,036,317	899,077

Interest rate risk

The Fund invests in financial assets for the primary purpose of obtaining a return on investments. These investments are subject to interest rate risks, which represent the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The Fund's interest rate risk is monitored by the Council and its investment advisors in accordance with the Fund's risk management strategy, including monitoring the exposure to interest rates and assessment of actual interest rates against the relevant benchmarks.

PENSION FUND ACCOUNTS

The Fund's direct exposure to interest movements as at 31 March 2018 and 31 March 2019 is set out below. These disclosures present interest rate risk based on the underlying financial assets at fair value:

Asset type	As at 31 March 2018 £000	As at 31 March 2019 £000
Cash and cash equivalent	1,707	8,621
Fixed interest securities	102,393	100,688
Total	104,100	109,309

Interest rate risk sensitivity analysis

The Council recognises that interest rates can vary and can affect both income to the Fund and the value of the net assets available to pay benefits. A 100-basis point (BPS) movement in interest rates in consistent with the level of sensitivity applied as part of the Fund's risk management strategy.

The Fund's investment advisor has advised that long-term average rates are expected to move less than 100 basis points from one year to the next and experience suggests that such movements are likely. The analysis that follows assumes that all other variables, in particular exchange rates, remain constant, and shows the effect in the year on the net assets available to pay benefits of a +/- 100 BPS change in interest rates:

Asset type	Carrying amount as at 31 March 2019 £000	Change in year in the net assets available to pay benefits	
		+100 BPS	-100 BPS
		£000	£000
Cash and cash equivalent	8,621	86	(86)
Fixed interest securities	100,688	1,007	(1,007)
Total	109,309	1,093	(1,093)

Asset type	Carrying amount as at 31 March 2018	Change in year in the net assets available to pay benefits	
		+100 BPS	-100 BPS
		£000	£000
Cash and cash equivalent	1,707	17	(17)
Fixed interest securities	102,393	1,024	(1,024)
Total	104,100	1,041	(1,041)

Currency risk

Currency risk represents the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Fund is exposed to currency risk on financial instruments that are denominated in any currency other than the functional currency of the Fund (sterling). The Fund holds both monetary and non-monetary assets denominated in currencies other than sterling.

The Fund's currency rate risk is routinely monitored by the Council and its investment advisors in accordance with Fund's risk management strategy, including monitoring the range of exposure to currency fluctuations.

Liquidity risk

Liquidity risk represents the risk that the Fund will not be able to meet its financial obligations as they fall due. The Council therefore takes steps to ensure that the Fund has adequate cash resources to meet its commitments. This will particularly be the case for cash from the cash flow matching mandates from the main investment strategy to meet the pensioner payroll costs; and also cash to meet investment commitments.

The Pension Committee Members are aware of the cash flow pressures that are affecting the Fund. These include the potential for a reduction in Fund current members from the significant savings the LBBDD needs to make in the coming years and from an increase in pension payments due to increased pensioner numbers and as a result of the pricing index exceeding salary increases. Members receive a quarterly report on the Fund's cash flow and have agreed to utilise distributions from property and infrastructure to fund future investments and to cover any cash flow shortfalls.

Where there is a long-term shortfall in net income into the Fund, investment income will be used to cover the shortfall.

All financial liabilities at 31 March 2019 are due within one year.

Refinancing risk

The key risk is that the Council will be bound to replenish a significant proportion of the Fund's financial instruments at a time of unfavourable interest rates. The Council does not have any financial instruments that have a refinancing risk as part of its treasury management and investment strategies.

Credit Risk

Credit risk represents the risk that the counterparty to a transaction or a financial instrument will fail to discharge an obligation and cause the Fund to incur a financial loss. The market values of investments generally reflect an assessment of credit in their pricing and consequently the risk of loss is implicitly provided for in the carrying value of the Fund's financial assets and liabilities.

In essence the Fund's entire investment portfolio is exposed to some form of credit risk, with the exception of the derivatives positions, where the risk equates to the net market value of a positive derivative position. However, the selection of high-quality counterparties, brokers and financial institutions minimises credit risk that may occur through the failure to settle a transaction in a timely manner.

The Fund's internally managed cash is invested by the Council's treasury team. Deposits are not made with banks and financial institutions unless they meet the council's credit criteria. The council has also set limits as to the maximum percentage of the deposits placed with any one class of financial institution. In addition, the council invests an agreed percentage of its funds in the money markets to provide diversification. Money market funds chosen all have AAA rating from a leading ratings agency.

29. London Borough of Barking and Dagenham

The Fund is administered by LBBDD. Consequently, there is a strong relationship between the Council and the Fund.

PENSION FUND ACCOUNTS

The Council incurred administration and investment management costs of **£751.1k** (2017/18 £748.0k) in relation to the administration of the Fund and was subsequently reimbursed by the Fund for these expenses. The Council is also the single largest employer of members of the Fund and contributed **£23.6m** to the Fund in 2018/19 (2017/18 £23.8m). All monies owing to and due from the Fund were paid in year.

In 2018/19 the Council prepaid two-years' worth of employer contributions, totalling **£40.0m**. As at 31 March 2019 one-year worth of prepaid employer's contribution remained totalling **£20.0m** with the Fund and this has been included as a prepayment in the Fund's debtors.

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Group Accounts

for the year ended
31st March 2019

1. Introduction

The Code of Practice requires local authorities with interests in subsidiaries, associates and/or joint ventures to prepare group accounts in addition to their own single entity financial statements, unless their interest is not considered material.

The Council is involved with a number of companies whose assets and liabilities are not included in the Council's single entity statements. In these cases the Council's interest does not extend to a relationship that could be classified as a subsidiary, associate or joint venture. None of these companies are included in the group accounts.

The Council has interests in a number of companies that are classified as a wholly owned. Details of the companies considered for consolidation are shown below.

The Group Accounts contain the core statements similar in presentation to the Council's single entity accounts but consolidating the figures of the Council with the Companies.

The following pages include:

- Group Comprehensive Income and Expenditure Statement
- Group Balance Sheet
- Group Movement in Reserves Statement
- Group Cash Flow Statement

2. Basis of Identification of the Group Boundary

In its preparation of these Group Accounts, the Council has considered its relationship with entities that fall into the following categories:

- Subsidiaries – where the Council exercises control and gains benefits or has exposures to risks arising from this control. These entities are included in the group.

In accordance with this requirement, the Council has determined its Group relationships as follows:

Barking and Dagenham Energy Ltd	Subsidiary	Consolidated
Barking and Dagenham Reside Ltd	Subsidiary	Consolidated
Barking and Dagenham Reside Roding Ltd	Subsidiary	Consolidated
Barking and Dagenham Reside Regeneration LLP	Subsidiary	Consolidated
Barking and Dagenham Reside Abbey Roding LLP	Subsidiary	Consolidated
TPFL Regeneration Ltd	Subsidiary	Consolidated
Barking and Dagenham Reside Weavers LLP	Associate	Not Consolidated

GROUP ACCOUNTS

Barking and Dagenham Schools Improvement Partnership	Subsidiary	Not Consolidated
Barking and Dagenham Trading Partnership Ltd	Subsidiary	Consolidated
Elevate	Joint Venture with Agillysis Ltd	Not Consolidated as fully consolidated by Agillysis Ltd

Entities Controlled or Significantly Influenced by the Council

B&D Energy Ltd.

B&D Energy Ltd is a wholly owned subsidiary of the London Borough of Barking and Dagenham established to drive Barking & Dagenham to become the “green capital of the capital”. It aims to do this by delivery low carbon and working towards zero energy carbon projects throughout the borough and east London area.

Barking and Dagenham Reside Ltd

This is a wholly owned subsidiary, which provides 477 affordable rented properties in the Barking area. The properties are based at the Eastern End of Thames View and William Street Quarter and range from 50% - 80% of market rent.

Barking and Dagenham Reside Roding Ltd

This is a wholly owned subsidiary which was set up to build and sell shared ownership properties to East Homes Ltd. The homes are being built on the Gascoigne Estate as part of a regeneration project for the area. These will then be sold and managed by East Homes Ltd. Properties are currently under construction and will be ready in 2019.

Barking and Dagenham Reside Regeneration Ltd

This is a wholly owned subsidiary, which is also a partner in Abbey Roding LLP and B&D Reside Regeneration LLP. This is a partnership set up to build, sell and manage shared ownership properties on the Gascoigne estate as part of a regeneration project for the area. Properties are currently under construction and will be ready in 2019.

Barking and Dagenham Abbey Roding LLP

Barking and Dagenham Abbey Roding LLP is a partnership which is 99% owned by the Council. It provides 144 affordable rented properties in Abby Road in Barking, at 80% of market rent.

TPFL Regeneration Ltd

This is a wholly owned subsidiary, which was set up to build 477 new homes that were later managed by Barking and Dagenham Reside Ltd.

Barking and Dagenham Trading Partnership Ltd

This is a group of five wholly owned subsidiaries which was established to provide cleaning, catering and repairs and maintenance services. The group provides competitively priced services to the council and to external entities with the aim of delivering dividends to the council.

Be First

Be First is the Council-owned company with the remit of accelerating the pace and scale of regeneration in the Borough, whilst delivering affordable housing and shaping inclusive, sustainable and healthy communities for the future.

GROUP COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT

2017/18			2018/19			
Gross Expenditure £000	Gross Income £000	Net Expenditure £000		Gross Expenditure £000	Gross Income £000	Net Expenditure £000
31,963	(20,548)	11,414	SDI Commissioning	27,516	(18,580)	8,936
13,276	(5,040)	8,236	Core	8,928	(5,664)	3,264
128,423	(144,600)	(16,177)	Central	94,570	(130,415)	(35,845)
24,899	(12,028.40)	12,871	Education, Youth & Childcare	28,073	(10,031)	18,042
266,382	(267,829.00)	(1,447)	Dedicated Schools Grant (DSG)	465,871	(466,577)	(706)
21,907	(11,182.47)	10,725	Law, Governance & HR	11,873	(13,099)	(1,226)
79,621	(109,363.91)	(29,743)	Housing Revenue Account (HRA)	85,128	(107,105)	(21,977)
4,806	(1,677)	3,129	Policy & Participation	5,504	(1,783)	3,721
109,733	(31,710)	78,023	Care & Support	118,497	(39,415)	79,082
5,850	(4,885)	966	Inclusive Growth	8,575	(9,457)	(882)
38,747	(24,293)	14,454	Community Solutions	41,368	(29,917)	11,451
13,588	(4,929)	8,659	My Place	33,166	(9,689)	23,477
11,694	(1,420)	10,274	Contracted Services	9,505	(1,266)	8,239
750,889	(639,506)	111,383	Cost of Services	938,574	(842,998)	95,576
		71,318	Other Operating Expenditure			(1,505)
		33,077	Financing and Investment Income and Expenditure			22,729
		(191,895)	Taxation and Non-specific Grant Income			(178,524)
		23,883	Deficit/ (Surplus) on Provision of Services			(61,724)
		(467,815)	Deficit / (Surplus) on Revaluation of Property, Plant & Equipment Assets and Financial Instruments			22,053
		(26,281)	Re-measurement of the Net Defined Benefit Liability/(Asset)			62,160
		(494,096)	Other Comprehensive Income and Expenditure			84,213
		(470,212)	Total Comprehensive Income and Expenditure			22,490

GROUP ACCOUNTS MOVEMENT IN RESERVES

	Council's Usable Reserves	Subsidiary Usable Reserves	Total Group Usable Reserves	Council's Unusable Reserves	Subsidiary Unusable Reserves	Total Group Unusable Reserves	Total Group Reserves
	£000	£000	£000	£000	£000	£000	£000
Balance at 31 March 2018	197,011	0	197,011	1,528,396	0	1,528,396	1,725,407
Movement in reserves during							
Total Comprehensive Income and Expenditure	40,253	(1,081)	39,172	(84,213)	(1)	(84,214)	(45,042)
basis & funding basis under regulations	(85,885)		(85,885)	85,885		85,885	0
Balance at 31 March 2019	151,379	(1,081)	150,298	1,530,068	(1)	1,530,067	1,680,365

GROUP ACCOUNTS – BALANCE SHEET

31 March 2018		31 March 2019
£'000		£'000
2,559,513	Property, Plant and Equipment	2,750,093
6,622	Heritage Assets	6,592
61,606	Investment Property	70,148
6,954	Intangible Assets	8,527
273,953	Long Term Debtors & Investments	291,096
2,908,648	Long Term Assets	3,126,456
42,000	Short Term Investments	25,500
2,784	Assets Held for Sale	2,500
478	Inventories	411
94,397	Short Term Debtors	128,109
11,825	Cash and Cash Equivalents	18,711
151,484	Current Assets	175,231
(46,000)	Short Term Borrowing	(96,000)
(99,079)	Short Term Creditors	(79,510)
(406)	Receipts in Advance - Capital Grants	(8,205)
(526)	Provisions	(4,139)
(146,011)	Current Liabilities	(187,854)
(140,463)	Long Term Creditors	(135,821)
(9,868)	Long Term Provisions	(14,277)
(595,146)	Long Term Borrowing	(751,613)
(443,240)	Pensions Liability	(531,758)
(1,188,717)	Long Term Liabilities	(1,433,469)
1,725,404	Net Assets	1,680,364
(197,008)	Usable Reserves	(150,299)
(1,528,396)	Unusable Reserves	(1,530,065)
(1,725,404)	Total Reserves	(1,680,364)

GROUP ACCOUNTS – CASH FLOW STATEMENT

2017/18 £000	2018/19 Note £000
(23,884) Net Surplus or (Deficit) on the Provision of Services	61,724
Adjustments to Net Surplus or Deficit on the Provision of Services for	
92,624 Non-cash Movements	18a 20,090
Adjustments for Items Included in the Net (Surplus) or Deficit on the	
<u>(55,711) Provision of Services that are Investing and Financing Activities</u>	18a <u>(60,742)</u>
13,029 Net Cash Flows from Operating Activities	21,072
(99,057) Investing Activities	18c (224,761)
<u>96,046 Financing Activities</u>	18d <u>210,575</u>
10,018 Net Increase or Decrease in Cash and Cash Equivalents	6,886
<u>1,807 Cash and Cash Equivalents at the beginning of the Reporting Period</u>	11 <u>11,825</u>
<u>11,825 Cash and Cash Equivalents at the end of the Reporting Period</u>	11 <u>18,711</u>

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Annual Governance Statement 2018-19

Local Audit and Accountability Act 2014 &
Accounts and Audit Regulation 2015

Introduction

This document is a review of our governance framework and of the effectiveness of our systems of internal control and risk management. It enables the Council to monitor whether these have led to the delivery of appropriate, cost effective services producing best value and the achievement of its objectives. In doing this, it also considers the legal framework and responsibilities of the Council.

Part of this statement therefore explains how the London Borough of Barking and Dagenham (LBBD) currently meets the requirements of regulation 6(1) (a) and (b) of the Accounts and Audit Regulations 2015 in relation to the review of effectiveness of its systems of internal control and the production of an *Annual Governance Statement* (AGS).

Coupled with these requirements is the need for a wider statement which indicates the degree to which the Council's governance arrangements follow the proper practices in relation to accounts as set out in the revised document *Delivering Good Governance in Local Government: Framework* (CIPFA/Solace, 2016) ('the Framework') these are:

Principle A - Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.

Principle B - Ensuring openness and comprehensive stakeholder engagement.

Principle C - Defining outcomes in terms of sustainable economic, social, and environmental benefits.

Principle D - Determining the interventions necessary to optimise the achievement of the intended outcomes.

Principle E - Developing the Authorities' capacity, including the capability of its leadership and the individuals within it.

Principle F - Managing risks and performance through robust internal control and strong public financial management.

Principle G - Implementing good practices in transparency, reporting, and audit to deliver effective accountability.

This AGS enables stakeholders to be assured that decisions are properly made and public money is being properly spent on citizens' behalf. It is based on evidence obtained across the Council about the robustness of the Council's governance arrangements and its systems of internal control. This evidence builds on the assurance gathering process that has been in place since the requirement to produce a Statement on Internal Control began and the comments of the Council's Senior Leadership Team (SLT) in relation to statements provided by their Senior Managers.

There are five Sections in this AGS:

- Section 1** Sets out the scope of responsibility and the purpose of the governance framework;
- Section 2** Describes and assesses the effectiveness of the key elements of the systems and processes that comprise the Council's governance arrangements;
- Section 3** Presents an opinion of the level of assurance of the Council's governance arrangements and the effectiveness of the Council's governance arrangements;
- Section 4** Sets out any significant governance issues that need to be addressed and how any issues from the previous year's governance statement have been resolved;
- Section 5** The Conclusion – a commitment to monitoring implementation for the next AGS review.

Section 1

The scope of responsibility and the purpose of the Council's governance framework.

Scope of Responsibility

The Council is responsible for ensuring that its business is conducted in accordance with the law and proper public-sector standards, that public money is safeguarded and properly accounted for. The Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

In discharging this overall responsibility, the Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions which includes arrangements for the management of risk.

The Purpose of the Governance Framework

The governance framework comprises the culture and values, coupled with its systems, processes and controls that the authority uses to engage with and lead the community. Its purpose is to enable the Council to monitor the achievement of its strategic objectives and consider whether those objectives have led to the delivery of appropriate, cost-effective services.

The system of internal control is a significant part of the governance framework and is designed to manage risk to a reasonable level. It cannot eliminate all risk or a failure to achieve policies, aims and objectives (without a significant increase in resources and control functions) and so achieves a reasonable rather than an absolute assurance of effectiveness.

It is based on an ongoing process designed to identify and prioritise the risks to achievement of LBBDD's policies, aims and objectives; to evaluate the likelihood of those risks being realised; the impact should they be realised; and then to manage them efficiently, effectively and economically.

The Council has a local Code of Corporate Governance revised in spring 2017 to take account of the revised and new *Delivering Good Governance in Local Government: Framework* (CIPFA/Solace, 2016).

The governance framework has been in place for the year ended 31 March 2018 and up to the date of approval of the audited Statement of Accounts.

Section 2

Key elements of the Council's systems and processes and their effectiveness - these are described in more detail below.

The Council's Governance mission is to ensure the business of the Council is carried out within the law and to proper standards ensuring that public funds and resources are used to the best effect economically, effectively and efficiently with the goal of continuous improvement.

a) The Council's Vision and Priorities

The vision and priorities for the London Borough of Barking and Dagenham (LBBDD) represents the Council's shared vision for the borough with its priorities setting out its role in place shaping and enabling community leadership within the context of a significantly reducing budget.

The understanding that everyone has a part to play in the future of the borough fuelled the creation of the Borough Manifesto, the Council's aspirational, community-led and community-owned vision for the future of the borough over the next twenty years. The Manifesto will be delivered by strengthened local partnerships and new relationships to collaborate and take a place-based approach to overcome our biggest challenges. In order to realise that twenty-year vision by 2037, the Council must first build the foundations and make certain progress by 2022. The Corporate Plan sets out how that journey is started. The foundations in the redesign of the Council have now been created and changes now need to be made to culture, thinking and approach to service delivery, commissioning and partnership working

The Council has set the vision for the borough as being:

One borough; one community; no-one left behind

With the priorities being set-out under 4 themes:

Theme 1: A New Kind of Council

Priorities:

1. Build a well-run organisation
2. Ensure relentlessly reliable services
3. Develop place-based partnerships

Theme 2: Empowering People

Priorities:

1. Enable greater independence & protect the most vulnerable
2. Strengthen our services for all
3. Intervene earlier

Theme 3: Inclusive Growth

Priorities:

1. Develop our aspirational and affordable housing offer
2. Shape great places and strong communities through regeneration
3. Encourage enterprise and enable employment

Theme 4: Citizenship and Participation

Priorities:

1. Harness culture and increase opportunity
2. Encourage civic pride and social responsibility
3. Strengthen partnerships, participation and a place-based approach

For more detail on the vision and priorities please visit the Council's website www.lbbd.gov.uk/visionandpriorities.

The Corporate Plan also sets out the Council's performance framework. Progress against delivery of the Corporate Plan is monitored through the corporate performance framework, which is reported to the Corporate Strategy Group and Cabinet on a quarterly basis and periodically to the Audit and Standards Committee. The Cabinet Member for Performance also has the opportunity to provide constructive challenge to any Cabinet colleague via the Council's performance challenge sessions.

The 2018-19 financial year saw continued organisational change and transformation. The Council has made significant progress in moving towards becoming a new kind of council, a commissioning-based organisation based on service blocks that went live in 2017-18. The new

structure has four delivery options which include; directly managed services, commissioned services, contracted services, and external suppliers which are all supported by a strategic 'core'.

The Corporate Plan is a key document to ensure the Council has a co-ordinated approach to delivering the vision and priorities and makes the best use of the resources available. The plan sets out 62 Key Accountabilities focused on the Council's priorities, alongside 52 Key Performance Indicators (KPIs) that are monitored as part of a quarterly report to Senior Leadership Team and Cabinet. The Key Accountabilities have been identified in consultation with Cabinet Members and represent projects that are integral to the delivery of the overall priorities and running of the Council. Key Performance Indicators (KPIs) have also been developed to support delivery of our key priorities, as well as monitor performance of frontline services.

The KPI's were revised for 2018/19 in the four-year Corporate Plan 2018-22 as the Council moves further towards delivering services through an outcomes-based commissioning model. The 2018-22 Corporate Plan is available on the Council's website.

b) Our Values

In the delivery of the Council's business, it has developed values which continue to be embedded across the organisation and underpin all Council activity. These values have been developed by staff and represent how the Council aims to conduct its business. The values are called '**DRIVE**' and they expect everyone to:

- Deliver our best every day – and do what we have promised
- Respond in a prompt, positive way to our community's needs
- Inspire others with our attitudes and actions
- Value people for who they are and what they can do
- Engage with others to improve our resilience and flexibility

c) Performance Management

Performance management is delivered by the corporate performance management framework which has been developed to ensure that we continue to monitor the effectiveness of our actions, whilst demonstrating how the Council's strategies are being translated into plans and outcomes. It also helps to identify if any risks are materialising where performance indicators are not showing the level of progression anticipated. Our performance management arrangements tackle underperformance and the process supports continuous service improvement. The corporate performance management framework is set out in the Corporate Plan; the key document to monitor progress and delivery of the vision and priorities. Progress for the KPIs and Key Accountabilities set out in the Corporate Plan are reported quarterly to Corporate Performance Group and Cabinet.

In addition to this, each service produces a business plan setting out the service level objectives, actions to achieve the objectives, contribution to the vision and priorities, budget and risks. The business plans, service level objectives and KPIs are monitored through each service block. The focus has changed in recent years to developing commissioning mandates which align to the Corporate Plan and Borough Manifesto priorities. The final element of performance management is individual objectives. The actions required to deliver business plan objectives are reflected in team and individual plans forming the basis of annual and interim appraisals. Appraisals are scored to reflect individual performance and the contribution towards the delivery of the Council's priorities. Regular team meetings and one-to-ones support the monitoring of delivery. Corporate quarterly monitoring provides senior managers and Members with an overview of the Council's direction of travel.

To further ensure effective performance delivery and value for money, internal audit assessments are carried out using in-house and external professionals.

There are a number of Corporate Groups/Boards, each chaired by the Chief Executive or a member of the Council's Senior Leadership Team, they are:

- Corporate Strategy Group
- Corporate Performance Group
- Assurance Group
- Leadership Group

In addition, the Council has the following boards to deliver on operational, Strategic and performance matters:

- Workforce Board
- Procurement Board
- Customer & Information Management Board
- Investment Panel

The Council operates an overview and scrutiny function, which allows Members to challenge decision makers, scrutinise performance, review important policies and advocate on behalf of the community.

Following changes to the Council's constitution in May 2018, the Council's Overview and Scrutiny functions are fulfilled by the Overview and Scrutiny Committee, except for health-related matters which are the responsibility of the Health Scrutiny Committee. The Overview and Scrutiny Committee supports the work of the Cabinet and the Council as a whole by considering and making recommendations through the scrutiny review process; scrutinising key decisions made by the Cabinet and other decisionmakers; and holding them to account and reviewing matters relating to a wide range of partner organisations.

In 2016-17 a Cabinet portfolio, Corporate Performance and Delivery, was established to look at how the Council is meeting its objectives and where there are areas for improvement. Alongside the Cabinet portfolio for Corporate Performance and Delivery, 2016-17 also saw the introduction of new quarterly performance challenge sessions and monthly 'deep dives'. The quarterly challenge sessions allow for performance to be effectively discussed with the consideration of actions to tackle underperformance. All portfolio holders attend the session and present the performance of the Key Performance Indicators (KPIs) and Key Accountabilities for their portfolios to the Cabinet Member for Corporate Performance & Delivery, the Leader and Chief Executive. Through the monthly 'deep dive' sessions, focus is given to specific areas of concern and used to discuss the reasons for underperformance and what actions are being taken to deliver improvements. These arrangements continued for 2018-19, but with the change in portfolios are being lead by the Cabinet Member for Finance, Performance and Core Services.

d) Council Constitution & Rules and Regulations

The Council's Constitution sets out the roles and responsibilities of officers and Members. It provides details about how decisions are made and who can make them. It also contains the rules for managing the finances and resources effectively. The Council has adopted the strengthened Leader model and, under this model, the Council's executive functions are discharged by the Cabinet as a collective body, by the Leader of the Council or delegated to officers. It provides clear accountability,

ANNUAL GOVERNANCE STATEMENT

effective leadership and decision making to drive forward service delivery. The Assembly retains strategic decision-making powers such as the budget framework.

In addition, the Council has a Health and Wellbeing Board established under the Health and Social Care Act 2012. It is an executive committee with a specific primary duty to encourage those who arrange for the provision of health or social care to work in an integrated manner. Membership is a combination of Cabinet Members and prescribed appointees. The board is a forum where key leaders from the Barking and Dagenham health and social care system work to improve the health and wellbeing of local residents and reduce health inequalities. It has an agreed set of priorities – these are outlined in the borough's Health and Wellbeing Strategy.

The Council has created a Shareholder Panel as an advisory board to support Cabinet decision making around the Council's role as Shareholder in any Company, wholly or partly owned by the Council. The Panel has the primary aim of managing the Council's shareholder interests in its commercial entities and to ensure the performance of the Companies against agreed Business Plans are satisfactory. The Shareholder Panel provides assurance that all legal Shareholder requirements are fulfilled and through its governance and reporting framework seeks to protect the delivery of the Council's strategic objectives.

Membership of the Shareholder Panel includes Members and Chief Officers and receives quarterly input and performance reports from each of the commercial entities. The Shareholder Panel will periodically report Company performance to Cabinet, with a minimum of one report per Company per annum or as otherwise requested by Cabinet.

Where key decisions are due to be made the Council publishes details in the Forward Plan prior to the decision-making meeting. Those meetings are open to the public unless exclusion is necessary for reasons of confidentiality under the Local Government Act 1972.

The Council Constitution continues to be kept under constant review and the Assembly has agreed a number of amendments in May and September 2018 which sees an overhaul of the framework of committee meetings and the scheme of delegation to clarify responsibility for making decisions following significant changes to the Council's senior management structure and revised statutory responsibilities.

Alongside the Council's Contract Rules and Officer Scheme of Delegation, the Council has financial regulations which provide details of officers' responsibilities relating to income, expenditure, internal control, risk management and partnerships. To support officers when they made purchases, the Council developed a code of procurement practice. These were all kept under review with a number of mechanisms in place to ensure compliance.

The Council has the following statutory officers: Chief Executive (Head of Paid Service), the Chief Operating Officer (Section 151 Officer / Chief Financial Officer) and a Director of Law and Governance (Monitoring Officer), each of whom has the power to refer matters to Assembly if a breach of any regulation has occurred or is anticipated. By law the Council must also appoint a Director of Children's Services and a Director of Adult Services and during the majority of the period both roles were served by the Director of People Services although the Deputy Chief Executive and Strategic Director of Service Development and Integration undertook the role until their retirement in June 2018. A Director of Public Health is in post and this has been a statutory position since April 2013 with the transfer of the Public Health function to the Council.

The Council's financial arrangements fully conform to the governance requirements of the CIPFA Statement on the Role of the Chief Financial Officer in Local Government (2010). The Chief Operating Officer is responsible for the proper administration of the Council's financial arrangements and leads a suitably qualified finance team of officers. The Chief Operating Officer was actively involved in and able to bring influence to bear on all material business decisions to ensure immediate

and long-term implications, opportunities and risks, were fully considered and in alignment with the Council's Medium Term Financial Strategy.

e) Risk Management

Risk management is essential for the Council to be effective in realising its priorities and was well embedded within the Council in 2018/19. It promoted innovation in support of strategic objectives - opening the door to the possibility of taking risks to achieve positive outcomes. Proper risk assessment enabled informed decisions about the challenges and risks to be taken and the mitigation of any impacts. It also helped the Council to target its resources to achieve the best possible results with value for money in resources used.

The management of risk was embedded throughout the Council's key governance frameworks in such areas as:

- Key decision making;
- Planning processes;
- Programme and Project management;
- Procurement processes;
- Partnership working arrangements;
- Capital Programme management;
- Change management processes.

In January 2012, the Risk Management Policy, Strategy and Framework were revised to be more explicit about Cabinet responsibilities. The strategy stated that 'the Council will maintain a culture of risk awareness across the organisation driven by a 'top down and bottom up' approach and raise the awareness of the need for risk management by all those connected with the delivery of services.' The Audit and Standards Committee is responsible for 'receiving reports and making appropriate recommendations concerning...risk management', as defined in the Council's Scheme of Delegation.

A new Head of Assurance was appointed in January 2019 and is responsible for setting the risk management framework and monitoring the Corporate Risk Register. A fundamental review of risk management is currently underway, and the progress of this review is reported monthly to the Assurance Group.

f) Codes of Conduct

Corporate and Organisation

The Council developed a major revised *Local Code of Corporate Governance* to take account of the CIPFA/ SOLACE 2016 Framework. The Council has an Employees' Code of Conduct supported by a requirement to make declarations of interest and to declare gifts and hospitality. Interests have to be declared by officers above a certain grade and those in certain decision making and procurement positions. Officers are generally recommended to decline gifts and hospitality to ensure that officers were not inappropriately influenced. These codes and processes were made available to staff at their induction, they are on the intranet and online training was available to ensure every staff member understood their responsibilities.

Members Codes of Conduct

The Council, within the timescales, duly adopted a local code of conduct which is drafted in accordance with the Nolan Committee's recommendations for standards in public life and revised

codes for Planning and Licensing committees have also been introduced to take account of the changes. These have been incorporated into the Constitution and the Register of Members Disclosable Pecuniary Interests successfully established and completed. This has been supported by a Dispensation regime which enables Members to seek Dispensations to take part in meetings where they may have a declarable interest. The Members Code has specific guidance on the issues of gifts and hospitality.

The Localism Act 2011 required that the Council must have in place 'arrangements' under which allegations that a member or co-opted member of the authority or of a Committee or Sub-Committee of the authority who has failed to comply with the Code of Conduct can be investigated and decisions made on such allegations. The arrangements required the Council to appoint at least one Independent Person, that is someone whose views must be sought by the Council before it takes a decision on an allegation which it has decided shall be investigated, and whose views can be sought by the authority at any other stage, or by a member against whom an allegation has been made.

The Council furthers the arrangements required under the Localism Act by its Standards Committee chaired by an elected Member and composed of elected Members. Complaints are managed by the Monitoring Officer who determines according to the Complaints Procedure whether matters should be reported to the Standards Committee for full investigation. Complaints are then considered by a Hearing Sub-committee established by the Standards Committee for that purpose.

The Council's Standards Committee continued to oversee adherence to the Councillors' Code of Conduct, handled any complaints under this and also monitored compliance with employee related Codes of Conduct. The Standards Committee receives annually a report from the Monitoring Officer setting out the declarations of gifts and hospitality received by both Members and Officers. All policies and protocols relating to Members and officers as well as members of the public who volunteer to undertake Council activities were reviewed on an annual basis.

The Complaints procedure has changed substantially in terms of process with the requirement to appoint independent persons as advisors in assisting on questions of Members conduct to apply to officers as well. Three appointments have been made. An opportunity has been taken to make early improvement to the Complaints process by establishing case management rules which have been approved by the Assembly and incorporated into the Complaints Procedure.

g) Whistleblowing and Members Complaints Process

The Council has a robust whistle blowing procedure which is actively promoted within the Council. The whistleblowing policy was last reviewed and updated in June 2018. Complaints against Members were handled in confidence and according to the strict timetable and procedure set out in the Code of Conduct and Complaints Procedure. There were seven complaints against individual Members, six of these relating to Code of Conduct matters and one relating to a Planning Committee item. One of these complaints resulted in a Standards Hearing and all seven cases are now closed.

The Audit and Standards Committee maintains an ongoing review of complaints made, patterns and outcomes which are considered as a regular business item at each meeting.

h) Training and Development

Member Induction

The Council has an Induction Programme, based around the key priorities identified by Members and senior officers. This includes a pre-election event for prospective candidates to ensure they understood in advance, the role and responsibilities of being a councillor and the training support they can expect.

ANNUAL GOVERNANCE STATEMENT

Extensive Induction handbooks are produced for all Members, and there is a tailored version for Cabinet Members. There is training for Development Control, Licensing and Personnel Boards and members of Select Committees at the beginning of each municipal year with update sessions as required. Bespoke training for members of the Pensions Panel is also arranged.

There are all-Member training programmes for internal events. External learning events and mentoring is supported particularly for holders of key positions such as Cabinet and Chairs of Boards and Select Committees. The Induction programme for the new Members includes an intensive training programme and written information on a range of topics including standards and promoting democracy.

The Member Development Programme

The Council has a Member Development Programme based around the key priorities identified by Members and senior officers. In addition, the Member Development Group (which includes nine Members) meets quarterly to review member training needs, and officers review requirements with the Organisation and Member Development Officer. The Members Role Profiles list the knowledge and skill requirements for different positions and expected areas of learning and development.

The Member Development Programme is overseen by the Member Development Group. This is comprised of Members from Cabinet and a range of back bench Members from different boards and committees to ensure any new learning needs are quickly noted and addressed including the Council's Monitoring Officer. A full programme of Induction and follow-up training and briefings are arranged for all Members. There are a mix of skills-based and knowledge-based sessions. There is a detailed process for inducting the newly-elected Cabinet Members. This includes the use of Peer Mentors for the Cabinet and the opportunity for all members to develop a bespoke personal development plan.

Cabinet Members, Committee Chairs and Deputies are offered the opportunity to attend the full Local Government Association (LGA) Leadership Academy Programmes which are designed specifically for councillors. Newly-elected councillors are offered the opportunity to attend introductory Leadership Academy residential weekends. There is a designated officer who co-ordinates the development programme and assesses training needs. Training is supplemented through weekly electronic Member Briefings, information from London Councils as well as the Council and LGA's suites of e-learning programmes.

All Select Committee members have training as part of their induction agendas and agreed specific training during the year to remain current and to address identified needs. Induction training was provided for newly appointed Members of all quasi-judicial boards, some of which was assessed.

The Council was accredited with the London Charter Plus for Member Development in April 2017. Charter Plus is a nationally recognised structured quality framework which assesses the processes, impact and effectiveness of member development. Following extensive desktop and interview assessments with councillors and chief officers, the Council were shown to have met Charter Plus criteria: commitment to councillor development and support, strategic approach to councillor development and that learning and development is effective in building councillor capacity.

An on-line Members' handbook (Members App) was introduced in February 2018. This is uploaded onto their iPads and provides easily updateable information on the councillor role, the Council and Borough, media and communications, Member learning, support and ward resources.

i) Communication and Engagement

The Council published numerous documents on its website as well as providing a media service to engage with and inform members of the public. Consultation exercises were publicised and enabled via the website, as well as through more traditional routes such as surveys and focus groups.

The Council also publishes an online newsletter 'One Borough' carrying news, events and jobs as well as having a presence on numerous social media platforms including Facebook, Twitter YouTube and Instagram.

j) Partnerships

In addition to the executive functions of the Health and Wellbeing Board, the Council utilises partnership boards, which are aligned to the borough manifesto targets and the priorities set out in the corporate plan. The partnership boards each have their own plans, identifying their aims to deliver these priorities and contribute to delivering the vision for the borough. They are responsible for monitoring performance, ensuring appropriate partnership representation and where relevant meeting legislative requirements. These boards are:

Health and Wellbeing Board – The Health Wellbeing Board brings together key health partners in order to deliver the priorities set out in the Health and Wellbeing strategy. It is chaired by the portfolio holder for Health and Social Care and plays a driving role in ensuring residents lead healthy, independent lives and have choice over the care they receive.

The Council has worked with a range of NHS partners, including the Clinical Commissioning Group (CCG) to develop proposals to integrate further health and social care services. Key to this was work through our Integrated Care Partnership which brings together 3 neighbouring local authorities, 3 Clinical commissioning Groups and 2 NHS provider Trusts. As part of the devolution “ask” for London a proposal for an accountable care system has been put forward.

Community Safety Partnership - Together the partners address complex issues and have worked openly to develop and implement solutions to create a safer, stronger and more cohesive borough with reduced levels of crime.

Through the Community Safety Partnership the Council together with the other 'responsible authorities' (NHS, Police, Probation, LFCDA, MOPAC) discharged its responsibilities for reducing crime and disorder and making Barking and Dagenham a safer and stronger community.

The Council entered into a formal partnering arrangement with Agilisys in December 2010 to form the Elevate East London joint venture. Elevate run a number of key council services and has been a hub for further services. Governance arrangements are in place for the partnering agreement including a Strategic Partnering Board influencing the strategic direction of the partnership and a Client Function responsible for managing the performance of the contract for each of the services being delivered by Elevate to the Council.

k) The Borough Manifesto and the Barking and Dagenham Delivery Partnership

Borough Manifesto

In February 2016, the Council's Independent Growth Commission published its final report, it included 109 recommendations to ensure improvements of outcomes for residents and to capitalise on the borough's growth opportunities. One such recommendation was to develop 'a borough manifesto setting out a shared vision for the borough and owned by residents, partners and key stakeholders in the borough'.

Consequently, Council officers began work in partnership with all local stakeholders on the development of '*Barking and Dagenham Together: The Borough Manifesto*'; a shared, place-based, 20-year vision for the borough, owned and delivered collectively and collaboratively by the Barking and Dagenham Delivery Partnership (BDDP). The Borough Manifesto sets the roadmap of what collectively the Council and partners need to deliver. Progress against the targets will be monitored by the BDDP.

The Manifesto was agreed by Cabinet in July 2017 and launched in the same month at an event hosted by Coventry University London. The launch was well attended by partners and other stakeholders. Partners fully supported the vision and targets set out in the manifesto and spoke about the need for everyone to play their part. The manifesto forms the top layer of the Council's strategic framework which informs all other strategies.

Since the launch, the Cabinet Member for Community Engagement has been engaging residents through roadshows in each ward asking them for their views on the manifesto aspirations and targets.

Barking and Dagenham Delivery Partnership

In parallel with the development of the Manifesto's vision, the Cabinet approved the establishment of the Barking and Dagenham Delivery Partnership (BDDP) in November 2016. The BDDP is comprised of local partners from across the public, private and third sectors, and will collectively be responsible for providing oversight, direction, and leadership in order to achieve the aspirations for the borough. BDDP meets on a quarterly basis and part of its role is to monitor and analyse progress towards delivering the Manifesto vision. Progress towards achieving the targets will be publicly reported on an annual basis.

Work is also underway to develop the partnership in order to enable it to deliver effectively. *Lankelly Chase Foundation* have funded Collaborate CIC to work with LBD and in particular explore effective partnership working in Barking and Dagenham. The initial focus is on supporting the development of the delivery partnership with the aim of ensuring partners are working towards shared aims, that those aims are clearly articulated and understood, and that the relationships and infrastructure are ready for new forms of collaboration and place-based working. Developing effective 'place' based collaboration.

l) Schools

The governance of maintained Schools is the responsibility of appointed Governing Bodies. The Governing Body role involves setting, monitoring and evaluating progress toward achievement of strategic aims and objectives, whilst optimising their use of financial and other resources.

The Council's role is to champion children and intervene where necessary or alert the regional schools commissioner for academy schools e.g. where there are concerns about performance or safeguarding.

The November 2014 Ofsted inspection of the local authority confirmed that the Council knows the strengths and weaknesses of governing bodies well.

The quality and performance of schools and governance has improved year on year in the borough and, as of March 2019, nearly 90% of schools are judged 'Good' or 'Outstanding' by Ofsted. This is above the national average. Governance and leadership arrangements are a key part of this judgment.

m) Counter Fraud

The Authority has a dedicated Corporate Fraud team that follows the latest best practice including implementing the national counter fraud standards. Their work is underpinned by Council policies to promote and enforce fraud prevention and ensuring robust mechanisms are in place to acknowledge the risks of fraud, prevent its occurrence and pursue cases, apply appropriate sanctions & recover any losses through proceeds of crime legislation.

n) Audit Committee

One function of the Audit and Standards Committee is to oversee and improve the Council's governance and regulation, assurance and risk management, fraud and corruption prevention, performance and compliance, sound financial management to achieve value for money and transparency and open government. The Audit and Standards Committee took over this function from the Public Accounts and Audit Select Committee in June 2018 and functions with broader terms of reference including standards and governance.

o) Information Governance

Annually each spring an Information Governance Report is produced for the Audit and Standards Committee by the Chief Operating Officer. Training in information handling is a key priority with professional development of Members and officers an essential requirement, not least as a control mechanism to help prevent data breaches. A revised i-learn 'Data Protection' course has been developed that is mandatory for all staff and managers. The course must be completed annually and it incorporates changes brought about by the GDPR legislation. Completion rates are monitored and will form part of the staff annual appraisal process and staff are also provided with a link to a number of information governance policies that they must read as this was a recommendation required by the ICO following the audit.

During 2016, the Council recognised the scale of the task of preparing itself for forthcoming legislative changes, in the form of the new General Data Protection Regulation (GDPR) and, as a result, deleted the post of information governance officer and recruited a senior Information Governance Manager. The GDPR is the first major set of changes to the Data Protection Act since 1998, and will place additional responsibilities upon the council. These range from how we give people access to their data to reducing the time period for compliance and the current charging system.

Following an audit of the Council in 2017 by the Office of the Information Commissioner (ICO), work continued in 2018/19 to implement the actions arising from the action plan sent to the Council in September 2017. Information data breaches continue to be reported and investigated internally to ensure that lessons are learnt, the likelihood of breaches is reduced and arising risks are mitigated.

The levels of reported breaches have shown a noticeable increase over the past few years because of greater awareness of the need to report even minor breaches, in part as a result of the annual data protection training which is mandatory for staff. Critical breaches still occur, on average, about twice a year and it is these that are the main focus of the Council's prevention / management activity. One critical case was self-reported to the Office of the Information Commissioner (ICO) in 2016, none in 2017 and 4 in 2018. In all cases the ICO felt that the council took sufficient steps to mitigate, and accordingly no further action was taken.

p) Transformation Programme

In relation to the Transformation programme current governance process operates through regular reporting to Corporate Performance Group (CPG) and Cabinet.

There are many risks and dependencies in relation to achieving the savings from the programme and these are regularly reported through CPG and to the relevant portfolios. In addition, The Transformation Director meets with each Programme Sponsor monthly and each Programme Manager fortnightly to ensure the plan is on track and the financial targets are being achieved. A dashboard is produced containing comments and red, amber, green ratings from the PMO, Finance, the Programme Manager and the relevant Sponsor, ensuring full ownership of the content being reported.

The original budget for the programme was agreed by Cabinet in July 2016. These costs are tracked each month and reported through both CPG monthly and quarterly through Cabinet. The spend remains well within the budget limits set per year. All requests for staffing are put through the workforce governance procedures and procurement rules are followed. Each role is tested against the HMRC IR35 tool and this is then sent to the agency prior to recruitment. A copy is also retained for our records.

Looking forward to 2019-20 work will continue consolidating the programme and ensuring the change is happening across the Council. The success of establishing and embedding cultural change in the organisation is a key consideration for SLT. Work continues to encourage Staff to work differently and create a new relationship with our residents and stakeholders to support them to help themselves and reduce demand where possible. This is a vital objective to avoid overspend and achievement of the forecasted savings.

Section 3

Presents an opinion of the level of effectiveness and assurance of the Council's governance arrangements.

In the light of evidence reviewed in relation to 2018/19 it is confirmed that the Council's governance arrangements are fit for purpose, that the Council's values, ethical standards, laws and regulations are being complied with, that financial statements and other published performance information are accurate & reliable, and that human, financial, environmental and other resources are managed efficiently and effectively.

The Council has embarked on a programme to transform the borough and how the Council works. To achieve this, the Council will need to be innovative and efficient in-service delivery, adopting commercial practices where the business case supports this approach. The Council recognises that robust governance and embedded risk management processes will be fundamental to underpin the successful delivery of the programme. In addition workforce policies are an essential element to bring about the cultural change required over the next four years. Accordingly, comprehensive programme management arrangements are operating, ensuring that risk management and governance structures continue to be fit for purpose, as part of the organisational change that is proposed and has been implemented. The Council underwent the Investors In People review in spring 2018 and was awarded Silver Status to recognise the progress that has been made since the last assessment.

Review of Effectiveness

The Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. Assurance on the review of effectiveness is informed by a range of evidence, both internal and external, including: the work of the Senior Leadership Team and Senior Managers responsible for the development and maintenance of the governance environment; the Head of Assurance's annual report; comments made by the external auditors; and comments by other review agencies and inspectorates.

For this Governance Statement the Strategic, Operational, Commissioning, Service and Transformational Directors were invited to complete standard statements addressing governance issues in their areas. These were collated, with observations and recommendations and presented to the Assurance Group, for their comments and feedback. This ensured that the full span of the Council's management team were consulted.

One of the functions of the Audit and Standards Committee to oversee and improve the Council's governance and regulation, assurance and risk management, fraud and corruption prevention, performance and compliance, sound financial management to achieve value for money; and transparency and open government.

Audit and Counter Fraud Reports are presented to Audit and Standards Committee periodically to assist it in undertaking these functions.

As part of the Head of Assurance's annual report, an opinion was given on the Council's internal control framework. The Head of Assurance drew upon a wide range of assurance sources to help inform this opinion; including testing of the key controls in the Council's major financial systems and the wider programme of audit and corporate counter fraud work. The Head of Assurance reported the opinion that based on the audit work undertaken their conclusion was that the organisation's control framework is operating generally satisfactory with some improvements required.

It is a statutory requirement that the Council must "undertake an effective Internal Audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance".

The 2018/19 Internal Audit Plan, approved by the Audit and Standards Committee in June 2018, included 28 audits consisting of 27 risk and compliance audits and 1 schools' risk assessment project. 39 audits were delivered, consisting of 23 risk and compliance audits and 16 audits of schools, with reasons for variations in the plan being reported quarterly to the Audit and Standards Committee.

Internal audit work was performed in accordance with the Council's Internal Audit Charter and Strategy in accordance with the Public Sector Internal Audit Standards.

Only one Audit report was issued in 2018/19 as with a "No Assurance" audit opinion, this being the Adoptions audit. The agreed actions that arose from this work were followed-up later in the year and sufficient improvements had been made to internal control to increase the audit opinion to "Reasonable Assurance"

There were a further four audits whereby a "Limited Assurance" audit opinion was given, these are listed below with any high risk findings identified:

- Recruitment
 - Recruiting managers were not always attending training and refresher courses
 - Key documents supporting the recruitment process could not always be located
- Cyber Security
 - Owners of Cyber Security risks did not have sufficient oversight of Cyber Security operations
- My Place BDMS Contract Management
 - There was no Business Continuity Plan in place to ensure that critical services could continue in the event of major disruption.
- Direct Payments

ANNUAL GOVERNANCE STATEMENT

- Files did not always contain the appropriate legal agreements, supports plans and associated documents.

The Council's Monitoring Officer has a responsibility under the Local Government and Housing Act 1989 to maintain and ensure consistent lawful processes and decision making and that arrangements secure effective and efficient working of the Council, its meetings, committees and working groups with the required officer support. They report that they are not aware of any specific governance concerns for the period.

Complaints

Ombudsman

During the period there were 20 complaints referred to the Council by the Ombudsman and 16 were upheld.

Complaints by the Public

During the period there were 3718 complaints. Of these 2193 were upheld. This represents a 20% increase in the number of complaints from 2017/18, primarily due to reported missed domestic waste collections for which the Council now always accepts liability.

Section 4

Sets out any significant governance issues that need to be addressed and how any issues from the previous years' governance statement have been resolved.

Previous Year 2017-18

We are pleased to report that for the period of that AGS, no significant governance issues emerged after the AGS was published nor was there any legacy governance issues from the previous period 2016-17. The 2017-18 AGS had identified the following themes:

- Turnover of staff;
- Data Handling (in advance of GDPR); and
- Elevate Joint Venture.

As was observed these concerns can be addressed through improvement in our practices. Staff retention and turnover has recurred as a theme for 2018-19. Data Handling risks are being effectively managed via compulsory training and the Elevate Joint Venture with Agilisys is due to end by December 2019.

Feedback from Directors for 2018-19

The picture that emerged for the AGS period 2018-19 is of sound governance throughout the organisation. As is the standard practice for this Borough all the Directors and Service Heads were required to complete a Governance Assurance Statement. They were given an opportunity to highlight any specific governance issues/themes these are set out below:

High Needs Budget

The 'High Needs' Budget, which forms part of the Dedicated Schools Grant (DSG), continues to experience severe pressures, resulting from insufficient growth in grant funding over a number of

years coupled with increasing and more complex SEND needs in the borough. This pressure is being felt by many Council's, however, due to LBB's demographic profile of rapid population growth, the borough is affected more acutely.

If the new national funding formula were applied in full to the 'High Needs' element of the DSG, the borough would have had an extra £4m from 2018/19. Instead this is being phased in over 3-4 years and the actual amount awarded for 18/19 was less than £1m. The Council's officers are working with the Schools Forum and are in the 5th year of a programme to manage the pressure and demand in High Needs.

Risk Management

Some Directors reported that risk management was not well developed in their areas of responsibility and that risk registers were not as up to date as they would like them to be. Directors have not received a strong corporate steer in this regard and the risk management strategy has not been updated for some time. The appointment of the Head of Assurance during the AGS period has triggered a review of the Risk Management Framework and this will in time feed through to all Directors and service risk registers.

Mandatory Training

A number of Directors expressed concern over the levels of mandatory training undertaken in their areas of responsibility, although there are in fact very reasonable levels of compliance for the staff mandatory training, with the exception of new mandatory training for Mental Health Awareness. Manager-level training is being followed up with individual managers to increase the level of compliance and achieve 100% by 1 June 2019 which may explain the concern that some Directors have.

Headline Governance Challenges

Staffing

As in previous years there again appears to be pressure in terms of recruitment and retention of specialised staff particularly social workers and legal practitioners. This challenge is not exclusive to the Borough and illustrates the point that unless the overall employment proposition is competitive and attractive the churn inevitably leads to technical skills and organisational knowledge being lost to the organisation. This is particularly a governance issue at the higher levels.

Periods of radical change can be unsettling, and leadership is more essential than ever. The Council currently has silver accreditation from Investors in People' and was recognised by the LGC as 'Council of the Year' in 2018 in relation to the ambitious change programme particularly its design and implementation. Such recognition ensures the council's reputation is evidenced across the sector and will also attract employees. The issue of having sufficient competent well performing staff is key to sound governance. Once experienced staff have left, they may prove to be difficult to replace in times of upheaval and financial uncertainty.

Inclusive Growth Strategy

The Council in the process of producing an Inclusive Growth strategy, setting out the council's goals, positions and commitments in relation to this core area of focus for LBB. The aim is for this to be agreed by Cabinet towards the end of the year. The strategy will serve the purpose of clarifying where responsibility sits for different functions and objectives relating to inclusive growth. It will also set out the desired role for partners. In addition, the strategy will establish and frame a comprehensive outcomes and performance framework in relation to inclusive growth, encapsulating the wholly owned companies and in-house service blocks that are responsible for delivering on this agenda for LBB.

Alongside the production of the strategy, the Council are undertaking an inclusive growth 'system review' which aims to resolve significant issues emerging from LBBB's distinctive structure – in particular where the different commissioned entities (whether wholly owned companies or in-house service blocks) interface and interact. This includes issues related to where decisions are taken, where accountability sits and how conflicts are resolved. One of the key governance issues within the area defined by inclusive growth in LBBB relates to planning and specifically the council's responsibilities as the local planning authority whereby a process of codifying these arrangements is underway

Ofsted Inspection of Children's Services

In February the Council was subject to a Standard Inspection under the Ofsted Inspection of Local Authority Children's Service (ILACS) framework. Following initial feedback provided at the conclusion of the inspection the final 'Ofsted Letter' formally setting-out their findings was published on 1st April 2019.

Ofsted determined that services for children in Barking and Dagenham require improvement in all judgement areas, as they did at the last inspection in 2014, although the judgement is consistent with the Council's annual self-evaluation to Ofsted and inspectors did report that strong and effective senior leadership was now in place under the recently appointed Director of Children's Services.

Six specific recommendations were made by Ofsted and in the short amount of time since the report was published, the Council have developed a first draft improvement plan, started to discuss the corporate response to areas for improvement that require a corporate leadership response and outlined an approach that sets out how this will be delivered as part of the wider improvement programme.

Phased Transition of Elevate Services

The Elevate East London LLP (Elevate) joint venture between the Council and Agilisys was formed on 10th December 2010 and at the same time the Council entered into a seven-year contract with Elevate for a range of services including ICT, Revenues and Benefits and Customer Services (B&D Direct), Procurement and Accounts Payable. The contract was extended by 3 years to December 2020 and the decision was made during 2018/19 to end the agreement and transfer services back to the Council in a phased manner.

There is also a requirement to transform the current in-house Core services as well as the services currently being delivered through the Elevate joint venture, to address the structural changes achieved by the successful implementation of Ambition 2020 Transformation Programme and the creation of a new kind of Council.

Whilst a budget of £9.7m to be spent on the proposed exit of the Elevate contract and the implementation of the new operating models for all Core Support Services has been agreed, the decision to reintroduce the services into the Core during a period of continued transformation has created a governance challenge that will continue into the next financial year.

Transformation – Creating a 'New Kind of Council'

LBBB have already made a great deal of progress towards delivering a new kind of council. Municipal entrepreneurialism has been embraced, working with the flexibility of the private sector and the ethos of the public sector and the Council has established wholly owned companies in the areas of sustainable energy, housing and regeneration, home and traded services and school improvement (Barking and Dagenham School Improvement Partnership is owned by the Council and schools). These companies pursue the priorities of the community but, by operating in the private sector, they have independence and the ability to innovate, take risks and do things differently. In-house services have also been transformed, breaking down traditional siloes and rebuilding the organisation to act as an enabling and collaborative council, in doing so creating a structure that is quite different to a traditional Council organisation.

This however marks only the beginning of the transformation and with £48m of savings still to be made by 2021, the New Kind of Council really needs to deliver; improving the life chances and independence of residents, accelerating our growth and becoming financially sustainable. Vital to this success is the performance of the new council-owned companies. By 2022 each of these organisations must be independently delivering the expected outcomes and this is a challenge that has been closely monitored during 2018/19 and will continue to be so moving forward.

Section 5

The Conclusion – a commitment to monitoring implementation for the next review by the Leader of the Council and the Chief Executive

This statement is intended to provide reasonable assurance. It is based on the evidence available. It is stressed that no system of control can provide absolute assurance, and in a period of transformation and transition to a new delivery model, items may be misstated or be of varying accuracy. As a result, the processes operate to carry out reviews and the forums of Audit and Standards Committee and the Assurance Group receive and monitor performance of the Council's Governance Framework. Looking forward the Council's new Scrutiny arrangements will focus on key risks which will dovetail with the AGS.

We have been advised on the implications of the result of the review of the effectiveness of the governance framework and the ongoing work to ensure continuous improvement of the systems is in place.

We look forward to working more closely with our partners and all organisations in the community, public, private and voluntary sectors to strengthen our local communities and increase prosperity. This year sees a period of transition to the Council's traded companies.

Where issues have been identified in preparation of this report we will ensure that they are effectively addressed and we will monitor their improvement as part of the next annual review.

Signed:

Signed:

Councillor Darren Rodwell
Council Leader

Chris Naylor
Chief Executive

July 2019

July 2019

GLOSSARY OF TERMS

<u>Term</u>	<u>Definition</u>
Accounting Policies	The rules and practices adopted by the Council that dictate how transactions and events are shown or costed.
Accruals	Amounts included in the accounts to cover income and expenditure attributable to the financial year, but for which payment had not been received or made as at 31 March.
Actuarial Valuation	A review carried out every three years by the actuary on the assets and liabilities of the Pension Fund. The actuary reports to the Fund's trustees on the financial position and recommended employer's contribution rates. The next actuarial review will be carried out at the end of financial year 2018/19 and the new rates will be applied from April 2020.
Balance Sheet	The Council's balance sheet presents the authority's financial position, i.e., its net resources, at 31 March. The balance sheet is composed of two main balancing parts: its net assets and its total reserves.
Beacon Properties	A sampling technique for valuing the Council's social housing based on the value of properties assuming vacant possession. The Beacon method is used for no other purpose except the special circumstances of the HRA valuation but is an efficient method of arriving at a representative valuation which enables values to be attributed to the whole of the Council's housing stock.
Budget	A forecast of the Council's planned expenditure. The level of the Council Tax is set by reference to detailed revenue budgets. Budgets are reviewed during the financial year to take account of pay and price changes, and other factors affecting the level or cost of services.
Capital Expenditure	Expenditure on the acquisition or enhancement of assets that are of benefit to the Council over a period of more than one year, e.g., buildings and land. Other examples include payments of grants and financial assistance to third parties, and expenditure that is classified as capital following a Ministerial direction, e.g., redundancy costs. (See also REFCUS below).
Capital Adjustment Account	A capital reserve that reflects the difference between the costs of fixed assets consumed and the capital financing set aside to pay for them. This is an accounting reserve which is not backed by cash and does not represent resources available to fund future capital expenditure.
Capital Receipts	Income received from the sale of land, buildings and other capital assets.
Central Support Services	Services that are provided by the administrative and professional service groups that support all the Council's services. They include financial, legal, personnel, IT, property and general administrative support.
Collection Fund	A separate account that discloses the income and expenditure relating to Council Tax and National Non-Domestic Rates. The Fund and the taxes that form its basis have a significant impact on the level of

GLOSSARY OF TERMS

	resources available to both the Council and its preceptors (e.g., The Greater London Authority).
Community Assets	A class of fixed assets that are expected to be held by the Council in perpetuity. Examples include parks, historic buildings and works of art.
Comprehensive Income & Expenditure Statement	A statement showing the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation. The Council raises taxation to cover expenditure in accordance with regulations; this may be different from the accounting cost. The taxation position is shown in the Movement in Reserves Statement.
Council Tax	A local taxation system used in England, Scotland and Wales. It is a tax on domestic property which was introduced in 1993. Each property is assigned one of eight bands (A to H) based on property value, and the tax is set as a fixed amount for each band. Council Tax is collected by the Council (the collecting authority). However, it may consist of components (precepts) levied and redistributed to other agencies or authorities (each known as a precepting authority, e.g., the Greater London Authority).
Council Tax Base	The number of Band D equivalent dwellings in the Borough. To calculate the Tax Base, the number of dwellings in each Council Tax band is adjusted to take account of any discounts, premiums or exemptions. The resulting figure for each band is then multiplied by its pro-portion relative to Band D (from 6/9 for Band A to 18/9 for Band H) and the total across all eight bands is calculated. The Tax Base is used to determine the level of Council Tax the Council charges each dwelling.
Council Tax Requirement	The amount of money the Council needs to raise from Council Tax to fund annual spending once Government funding and other sources of income are deducted.
Creditors	Amounts owed by the Council to suppliers for goods received or services provided before the end of the accounting period but for which payments have not been made by the end of that accounting period.
Debtors	Amounts owed to the Council for services provided before the end of the accounting period but for which payments have not been received by the end of that accounting period.
Deferred Liabilities	Sums owed to creditors that are not due for payment for at least one year. They are carried as a liability on the balance sheet, alongside other long-term debt obligations, until they are paid.
Defined Benefit Scheme	A type of pension plan in which the employer promises a specified pension payment, lump-sum (or combination thereof) on retirement that is predetermined by a formula based on the employee's earnings

GLOSSARY OF TERMS

	<p>history, tenure of service and age, rather than depending directly on individual investment returns.</p> <p>A defined benefit plan is 'defined' in the sense that the benefit formula is defined and known in advance. The Council's Pension Scheme offers defined benefits for all its members.</p>
Depreciation	The loss in value of an asset due to age, wear and tear, deterioration or obsolescence.
Earmarked Reserves	Reserves set aside for a specific purpose, particular service or identified risk.
Finance Lease	<p>A funding arrangement where:</p> <ul style="list-style-type: none"> • The lessee (the Council) will select an asset (e.g., equipment, vehicle, software); • The lessor (typically a finance company) will purchase that asset; • The Council will have use of that asset during the lease and pay rent for it; • The lessor will recover a large part or all of the cost of the asset plus earn interest from the rentals paid by the Council; • The Council may have the option to acquire ownership of the asset at the end of the rental period.
General Fund	The main revenue fund from which the day-to-day costs of most services is met. The Council is required to maintain other Funds, e.g. the Housing Revenue Account, the Collection Fund and the Pension Fund. The accumulated credit balance on the General Fund Reserve is the excess of income over expenditure after adjusting for movements to and from reserves.
Government Grants	<p>Government supports the Council's general revenue expenditure through Revenue Support Grant (RSG), a grant given to local authorities which can be used to finance revenue expenditure on any service. The amount of RSG to be provided to authorities is set out in the annual local government finance settlement. RSG is being phased out and will cease entirely by 2020.</p> <p>In addition, specific Government grants are distributed outside the settlement. The basis of the distribution varies from grant to grant. For non ring- fenced grants there are no restrictions on what Councils can spend the money on. Where a specific grant is ring-fenced the expenditure is controlled to fund a particular service that is a national priority. For example, funding for schools is paid through the Dedicated Schools Grant, administered by the Department for Education.</p>
Gross Expenditure	The total cost of providing the Council's services before deducting income from Government grants, or fees and charges for services.

GLOSSARY OF TERMS

Heritage Assets	Assets that are intended to be preserved in trust for future generations because of their cultural, environmental or historical associations. They are held by the Council in pursuit of its overall objectives in relation to the maintenance of heritage.
Historic Cost	A measure of value used in accounting in which the price of an asset on the Balance Sheet is based on its nominal or original cost as opposed to its current or fair value.
Housing Revenue Account (HRA)	The HRA specifically accounts for spending and income relating to the management and maintenance of the Council-owned housing stock. By law it must be kept separate from other Council accounts. The HRA is self-financing and receives no income and incurs no expenditure through the Council Tax. The main sources of HRA income are rents and charges for services and facilities.
Impairment	The permanent decline in the value of an asset. Impairment of assets is the diminishing in quality, strength, amount, or value of an asset. It is an accounting estimate of changes in value relating to the consumption of assets.
Infrastructure Assets	Assets that provide the platform for economic and social activity in the Borough, for example, roads, bridges and footpaths.
Interest	The amount received or paid for the use of a sum of money when it is invested or borrowed and typically expressed as an annual percentage rate.
Inventories	The amounts of unused or un-consumed goods held in expectation of future use within the following year. Inventory stocks are valued at the end of each financial year and carried forward to be matched to their use or consumption in the following year.
Investment Properties	The Council's interest in land and/or buildings which are held for their investment potential and rental income, rather than being occupied and used to help deliver services.
Levies	Payments that the Council is required to pay to other bodies. The levying bodies are: <ul style="list-style-type: none"> • Lee Valley Regional Park Authority • London Pension Fund Authority • East London Waste Authority • Environment Agency
Long Term Debtors	Debtors who are not expected or required to pay what they owe soon. In some cases, by agreement, it may be many years before the Council receives full payment from certain debtors (e.g., deferred receipts, mortgages).
Minimum Revenue Provision	How capital expenditure which is financed by borrowing or credit arrangements is paid for by Council Tax payers. The Council is

GLOSSARY OF TERMS

	required each year to set aside some of its revenue income as provision for this debt.
Movement in Reserves Statement	A statement showing the movement in the year on the different reserves held by the Council, analysed into 'Usable Reserves' (i.e. those that can be applied to fund expenditure or reduce local taxation) and other 'Unusable Reserves' (e.g. the Capital Adjustment Account; Revaluation Reserve; Pension Reserve).
National Non-Domestic Rates (NNDR)	Non-Domestic Rates, or business rates, collected by the Council are the way that those who occupy non-domestic property contribute towards the cost of local services. Under the business rates retention arrangements introduced from 1st April 2013, authorities keep a proportion of the business rates paid locally. This provides a direct financial incentive for authorities to work with local businesses to create a favourable local environment for growth since authorities will benefit from growth in business rates revenues. The money, together with revenue from Council Tax payers, Revenue Support Grant provided by the Government and certain other sums, is used to pay for the services provided by the Council.
Net Book Value	The amount at which the Council records an asset in its Balance Sheet. Net book value is calculated as the original cost of an asset, minus any accumulated depreciation, accumulated depletion, accumulated amortization, and accumulated impairment.
Net Expenditure	Total gross expenditure less income due to the Council. The Expenditure and Funding Analysis included in the financial statements shows for each of the Council's services a comparison of the net expenditure and the net charge against Council Tax.
Net Realisable Value (NRV)	The value of an asset that can be realized upon sale or disposal, less a reasonable estimate of the costs associated with either the eventual sale or the disposal of the asset in question. NRV is used to apply generally accepted accounting principles to accounting transactions.
Non-Current Assets	Tangible assets that yield benefits to the Council and the communities it serves for a period of more than one year, e.g., property, plant and equipment (see Note 6 to the financial statements).
Operating Lease	The rental of an asset from a lessor under terms that do not transfer ownership of the asset to the Council. During the rental period, the Council typically has unrestricted use of the asset, but is responsible for the condition of the asset at the end of the lease, when it is returned to the lessor.
Operational Assets	Long-lived assets held, occupied, used or consumed by the Council in the normal delivery of services. They are not held for resale, investment or disposal.
Past Service Costs	The term used to describe the change in a defined benefit obligation for employee service in prior periods, arising because of changes to plan arrangements in the current period.

GLOSSARY OF TERMS

Post Balance Sheet Events	Events, both favourable and unfavourable, which occur between the Balance Sheet date and the date on which the Statement of Accounts is signed.
Precept	A charge made on the Council's Collection Fund by precepting authorities such as the Greater London Authority. The sums paid over to the precepting authorities are collected as part of the annual Council Tax from households in the Borough.
Prior Year Adjustment	If a material error is discovered in a previous year's financial statements that have already been signed off, a prior year adjustment is necessary to correct the error. Also, a note must be included with the financial statements to explain the nature of the error and its impact on the financial performance reported in the affected period.
Private Finance Initiative (PFI)	The private finance initiative (PFI) is a procurement method which uses private sector investment to deliver public sector infrastructure and/or services according to a specification defined by the Council. Because of subsequent changes in accounting conventions, assets acquired under a PFI scheme are now shown on the Balance Sheet.
Provision	An amount set aside for liabilities and losses which are likely to be incurred but where the exact amount and date on which it will arise is uncertain.
Rateable Value	The Valuation Office (an executive agency sponsored by HMRC) assesses the rateable value of individual non-domestic properties. Business rate bills are calculated by multiplying the rateable value by the NNDR poundage set by the Government for the year.
Revenue Expenditure Funded from Capital Under Statute (REFCUS)	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. The full cost is charged to the relevant service in the Comprehensive Income & Expenditure Statement but then reversed out through the Movement in Reserves Statement to ensure that there is no effect on the revenue accounts.
Related Party Transaction	<p>The Council is required to disclose material transactions with related parties. Related parties are bodies or individuals that have the potential to control or influence the Council, or to be controlled or influenced by the Council. Disclosure of these transactions allow readers to assess the extent to which the Council might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the Council.</p> <p>Members and Senior Officers of the Council are required to declare if they have entered into any such transactions and any relationships of significant influence with any organisations associated with the Council.</p>
Reserves	The Council's reserves fall into two categories. The 'unearmarked' reserve is the balance on the General Fund. An 'earmarked' reserve is an amount set aside in the Council's accounts for specific purposes.

GLOSSARY OF TERMS

Revaluation Reserve	A reserve that records unrealised net gains on Council assets arising from periodic revaluations.																																				
Revenue Balances	These reserves represent surplus balances that can be used in the future. Some balances can only be used to meet future expenditure in a particular account, such as the Housing Revenue Account.																																				
Revenue Expenditure	Day-to-day payments on the running of Council services, such as salaries and wages, heating, lighting, transport and charges for the use of assets.																																				
Revenue Support Grant (RSG)	A general grant paid by the Government to Councils towards the costs of services, distributed via a formula. RSG is being phased out, and by 2020 will have been scrapped altogether.																																				
Service Level Agreement (SLA)	Written agreements between providers of Council support services (e.g., Finance, Human Resources) and users. Each SLA specifies the support service to be provided, including timings and frequencies, the charges to be made and the period for which the agreement will run.																																				
Surplus Assets	Assets that are not directly employed, used or consumed in the delivery of services. Examples include investment properties and assets that are surplus to requirements, pending sale, redevelopment or disposal.																																				
Trading Accounts	Accounts that summarise the transactions of those Council services operating on a 'trading' basis and are financed by charges made to recipients of their services.																																				
Transfer Value	A payment made by one pension scheme to another when a member changes employment to enable the receiving pension scheme to fund the member's defined benefits on retirement.																																				
Valuation Band	<p>For the purposes of calculating Council Tax, all domestic properties in the Borough are analysed over eight Valuation Bands as specified in the Local Government Finance Act 1992.</p> <p>In England the Council Tax Valuation Bands are as follows:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Band</th> <th style="text-align: left;">Value (relative to 1991 prices)</th> <th style="text-align: left;">Ratio</th> <th style="text-align: left;">Ratio as %</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>up to £40,000</td> <td>6/9</td> <td>67%</td> </tr> <tr> <td>B</td> <td>£40,001 to £52,000</td> <td>7/9</td> <td>78%</td> </tr> <tr> <td>C</td> <td>£52,001 to £68,000</td> <td>8/9</td> <td>89%</td> </tr> <tr> <td>D</td> <td>£68,001 to £88,000</td> <td>9/9</td> <td>100%</td> </tr> <tr> <td>E</td> <td>£88,001 to £120,000</td> <td>11/9</td> <td>122%</td> </tr> <tr> <td>F</td> <td>£120,001 to £160,000</td> <td>13/9</td> <td>144%</td> </tr> <tr> <td>G</td> <td>£160,001 to £320,000</td> <td>15/9</td> <td>167%</td> </tr> <tr> <td>H</td> <td>£320,001 and above</td> <td>18/9</td> <td>200%</td> </tr> </tbody> </table>	Band	Value (relative to 1991 prices)	Ratio	Ratio as %	A	up to £40,000	6/9	67%	B	£40,001 to £52,000	7/9	78%	C	£52,001 to £68,000	8/9	89%	D	£68,001 to £88,000	9/9	100%	E	£88,001 to £120,000	11/9	122%	F	£120,001 to £160,000	13/9	144%	G	£160,001 to £320,000	15/9	167%	H	£320,001 and above	18/9	200%
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AUDIT AND STANDARDS COMMITTEE**23 July 2019**

Title: Internal Audit Annual Report and Annual Governance Statement 2018/19	
Report of the Chief Operating Officer	
Open Report	For Decision
Wards Affected: None	Key Decision: No
Report Author: Christopher Martin, Head of Assurance	Contact Details: Tel: 020 8227 2174 Email: Christopher.Martin@lbbd.gov.uk
Accountable Strategic Leadership Director: Claire Symonds, Chief Operating Officer	
<p>Summary This report outlines the internal audit work carried out for the year ended 31 March 2019.</p> <p>The internal audit annual report contains the Head of Assurance Opinion based on the work undertaken in the year. This is “generally satisfactory with some improvements required”.</p> <p>These reports are timed to inform the Annual Governance Statement.</p>	
<p>Recommendation(s)</p> <p>In accordance with the Accounts and Audit Regulations 2015, the Committee is recommended to:</p> <ul style="list-style-type: none"> (i) Approve the Annual Governance Statement 2018/19 prior to its publication by 31 July 2019; and (ii) Note the Internal Audit Annual Report 2018/19. 	

1 Internal Audit Annual Report 2018/19

- 1.1 This report outlines the internal audit work carried out for the year ended 31 March 2019.
- 1.2 The report contains the Head of Assurance Opinion based on the work undertaken in the year. This is “generally satisfactory with some improvements required”. All 2018/19 audit reports were at final stage prior to presenting this report.

- 1.3 The Internal Audit Annual Report is set out at Appendix 1 and the Annual Governance Statement is included in the “Approval of the Statement of Accounts 2018/19” report at Agenda Item 5 (pages 151 to 177 of the agenda).

2 Legal Implications

Implications completed by: Dr Paul Feild, Senior Governance Solicitor

- 2.1 The Local Audit and Accountability Act 2014 (the ‘2014 Act’) requires that the Council as a relevant body must have its accounts audited. The procedure is set out in the Accounts and Audit Regulations 2015 (the ‘Regulations’). Regulation 9 sets out a timetable and requires certification by the Council’s responsible finance officer of the statement and then consideration by a committee to consider the statement and approve by resolution.
- 2.2 Furthermore Specified relevant local authorities¹ are required under Regulation 6(1) (b) to prepare an Annual Governance Statement (‘AGS’).

Governance is defined by CIPFA / SOLACE² as:

The arrangements put in place to ensure that the intended outcomes for stakeholders are defined and achieved.

and

To deliver good governance in the public sector, both governing bodies and individuals working for public sector entities must try to achieve their entities objectives while acting in the public interest at all times. Acting in the public interest implies primary consideration of the benefits for society, which should result in positive outcomes for service users and other stakeholders.

- 2.3 The Regulations require the AGS be approved by a resolution of a Committee of the Council.
- 2.4 Following approval the Council must publish by 31 July 2019 the AGS as approved and a narrative statement by the Council on its financial performance, and economy, efficiency and effectiveness in the use of its resources over the financial year.

3 Financial Implications

Implications completed by: Katherine Heffernan, Group Manager – Service

- 3.1 Internal Audit is fully funded as part of the Council’s Finance Service. It is a key contribution to the overall management and control of the Council and its stewardship of public money. The recommendations and improvements as a

¹ See Section 2 and Schedule 2 of the Accounts and Audit Regulations 2015

² CIPFA SOLACE Delivering Good Governance in Local Government Framework 2016 Edition

result of its findings will be implemented from within existing resources. There are no further financial implications arising from this report .

4 Other Implications

- 4.1 **Risk Management** – The internal audit activity is risk-based and therefore support effective risk management across the Council.

Public Background Papers Used in the Preparation of the Report: None

List of appendices:

Appendix 1: Internal Audit Annual Report 2018/19

Appendix 2: Annual Governance Statement 2018/19 ((pages 151 to 177 of the agenda)

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Appendix 1: Internal Audit Annual Report 2018/19

Contents:

1. Introduction
2. Head of Internal Audit Opinion
3. The 2018/19 internal audit service
4. 2018/19 internal audit work conducted
5. Progress against audit plan
6. Results of the internal audit work
7. Internal audit performance
8. Appendices

1. Introduction

This report outlines the internal audit work Internal Audit have carried out for the year ended 31 March 2019.

The Public Sector Internal Audit Standards require the Chief Audit Executive (Head of Assurance) to provide an annual opinion, based upon and limited to the work performed, on the overall adequacy and effectiveness of the organisation's framework of governance, risk management and control (i.e. the organisation's system of internal control). This is achieved through a risk-based plan of work, agreed with management and approved by the Audit Committee, which should provide a reasonable level of assurance, subject to the inherent limitations described below and set out in Appendix 1. The opinion does not imply that Internal Audit has reviewed all risks relating to the organisation.

The 2018/19 Internal Audit Plan, approved by the Audit and Standards Committee, included 28 audits, consisting of 27 risk and compliance audits and a risk assessment of schools. 39 audits were delivered, consisting of 23 risk and compliance audits and 16 audits of schools, with reasons for variations in the plan being reported quarterly to the Audit and Standards Committee.

Internal Audit work was performed in accordance with PwC's Internal Audit methodology which conforms with the Public Sector Internal Audit Standards.

The annual internal audit report is timed to inform the organisation's Annual Governance Statement.

2. Head of Assurance Opinion

I am satisfied that sufficient internal audit work has been undertaken to allow an opinion to be given as to the adequacy and effectiveness of governance, risk management and control. In giving this opinion, it should be noted that assurance can never be absolute. The most that the internal audit service can provide is reasonable assurance that there are no major weaknesses in the system of internal control.

My opinion is based on:

- All audits undertaken during the year.
- Any follow up action taken in respect of audits from previous periods.
- Any significant recommendations not accepted and/or addressed by management and the resulting risks.
- The effects of any significant changes in the organisation's objectives or systems.
- Any limitations which may have been placed on the scope or resources of internal audit.
- What proportion of the organisation's audit needs have been covered to date.
-

My opinion is as follows:

Generally satisfactory with some improvements required.

Governance, risk management and control in relation to business critical areas is generally satisfactory. However, there are some areas of weakness and non-compliance in the framework of governance, risk management and control which potentially put the achievement of objectives at risk.

Some improvements are required in those areas to enhance the adequacy and effectiveness of the framework of governance, risk management and control.

An explanation of the types of opinion that may be given can be found in Appendix 2.

I would like to take this opportunity to thank Council officers for their co-operation and assistance provided during the year.

3. The 2018/19 internal audit service

During most of the year, the in-house team has consisted of one substantive post, an Auditor working towards the Institute of Internal Auditors qualification. The other posts have been vacant although a Head of Assurance was appointed from January 2019.

For most of 2018/19 the internal audit service was led by a part-time seconded Head of Audit who started in November 2017 following the decision to end the shared service with LB Redbridge. This enabled LBBDD to build up internal capacity and develop the service and the substantive Head of Assurance was appointed in January 2019.

The Internal Audit service continued to be supported throughout 2018/19 by Mazars through the Council's contract with LB Croydon and also commissioned some work from PwC via LB Islington.

Internal Audit has remained independent of the business in 2018/19 and has had no direct operational responsibility or authority over any the processes reviewed.

The Internal Audit outturn position for 2018/19 is set out below:

INTERNAL AUDIT	Revised Budget 2018-19	Outturn
EMPLOYEE EXPENSES	197,280	83,510
TRANSPORT RELATED EXPENDITURE	2,000	0
SUPPLIES & SERVICES	106,700	247,760
TOTAL EXPENDITURE	305,980	331,270
CUSTOMER & CLIENT RECEIPTS	-306,590	-306,590
TOTAL INCOME	-306,590	-306,590
GROSS CONTROLLABLE EXPENDITURE TOTAL	-610	24,680
SUPPORT COSTS	610	610
TOTAL NON-CONTROLLABLE COSTS	610	610
TOTAL NET EXPENDITURE (I&E)	0	25,290

4. 2018/19 Internal Audit work conducted

The approved 2018/19 internal audit plan consisted of:

- 27 risk and compliance internal audits, of which ten were deferred or cancelled.
- 1 risk assessment of schools to determine where to focus the audits.

Two risk and compliance audits and fifteen school audits were added to the plan in the year as follows:

- Security of Buildings follow-up – added following a Limited Assurance review at the end of 2017/18
- Adoptions follow-up – added following a No Assurance review issued in Quarter 2
- Fifteen school audits added following a schools' risk assessment in Quarter 1:
 - Mayesbrook PRU
 - Eastbrook School
 - Barking Abbey School
 - Marks Gate Infant School
 - Thomas Arnold Primary School
 - Dorothy Barley Infant School
 - Gascoigne Primary School
 - Henry Green Primary School
 - John Perry Primary School
 - Northbury Primary School
 - Roding Primary School

- General Schools' follow-up
- Manor Junior School follow-up
- William Bellamy Primary School follow-up
- Schools' Annual Report

The following six (all risk and compliance, no schools) audits of the original approved plan of 27 audits were deferred or cancelled as follows:

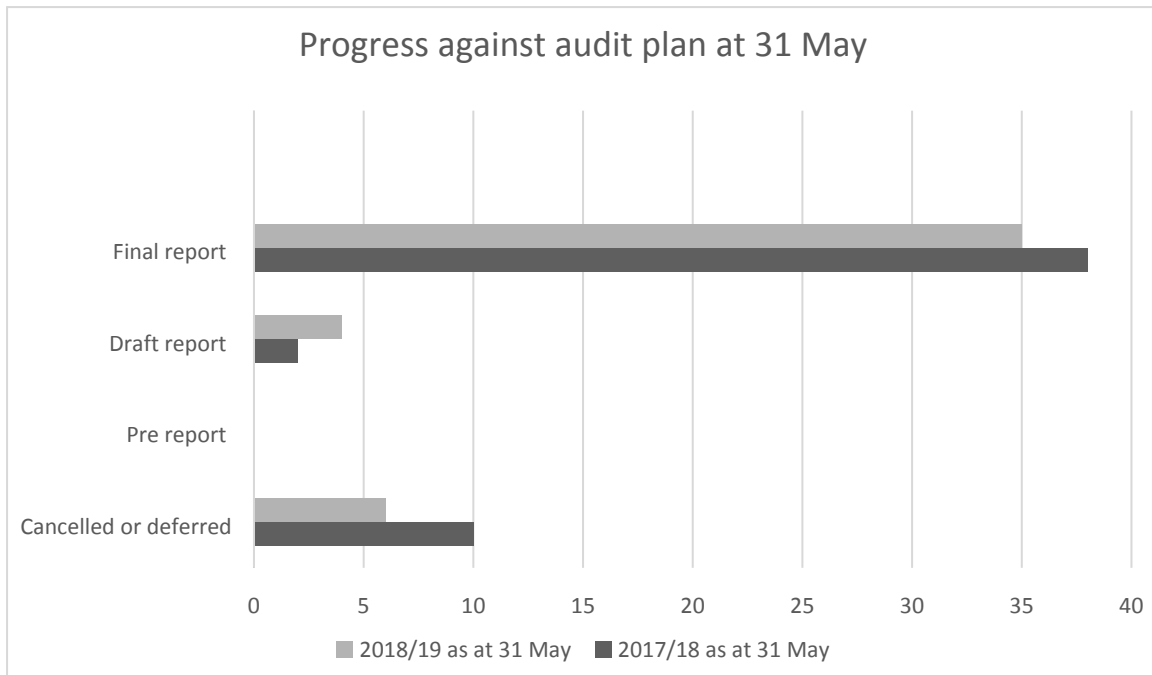
- Special Guardianship Orders – because of similar issues identified in the Adoptions audit, this work was deferred to 2019/20
- Adaptations Grant Scheme - scheme suspended with no new applicants
- Budgetary Control and Savings - due to the senior management changes, expected to be an area subject to management review and change so limited value in audit at this stage. Deferred to 2019/20.
- Private Sector Housing - new scheme to be implemented from September 2019. Deferred to consider for inclusion in 2019/20
- Liquidlogic Implementation - deferred so as not to detract management time from the expected OFSTED inspection. Included in 2019/20 plan
- Elevate Contract Exit – deferred to 2019/20 when plans will be in a better position for audit.

5. Progress against audit plan

Of the remaining 39 audits (23 risk and compliance and 16 audits of schools), as at 31 March 2019, 4 were at draft report and 30 at final report stage with the remainder still at fieldwork stage. The total of 87% at report stage exceeded the target of 80%.

During April and May 2019, further progress was made in finalising draft reports meaning that, as at 31 May 2019, 3 were at draft report and 36 at final report stage. This met the target of 100% at draft report stage by this date.

Progress status	2018/19 as at 31 May 2019		2017/18 as at 31 May 2018	
Final report	35	69%	38	92%
Draft report	4	10%	2	8%
Pre-report	0	0%	0	0%
TOTAL	39		40	
Cancelled / deferred	6		10	



The three audits not at final report stage as at 31 May 2019 were due to the school half-term holiday and were finalised immediately thereafter.

6. Results of the internal audit work

Risk and compliance audits

Internal audit reports include a summary level of assurance using the following scale:

- Substantial.
- Reasonable.
- Limited.
- No.

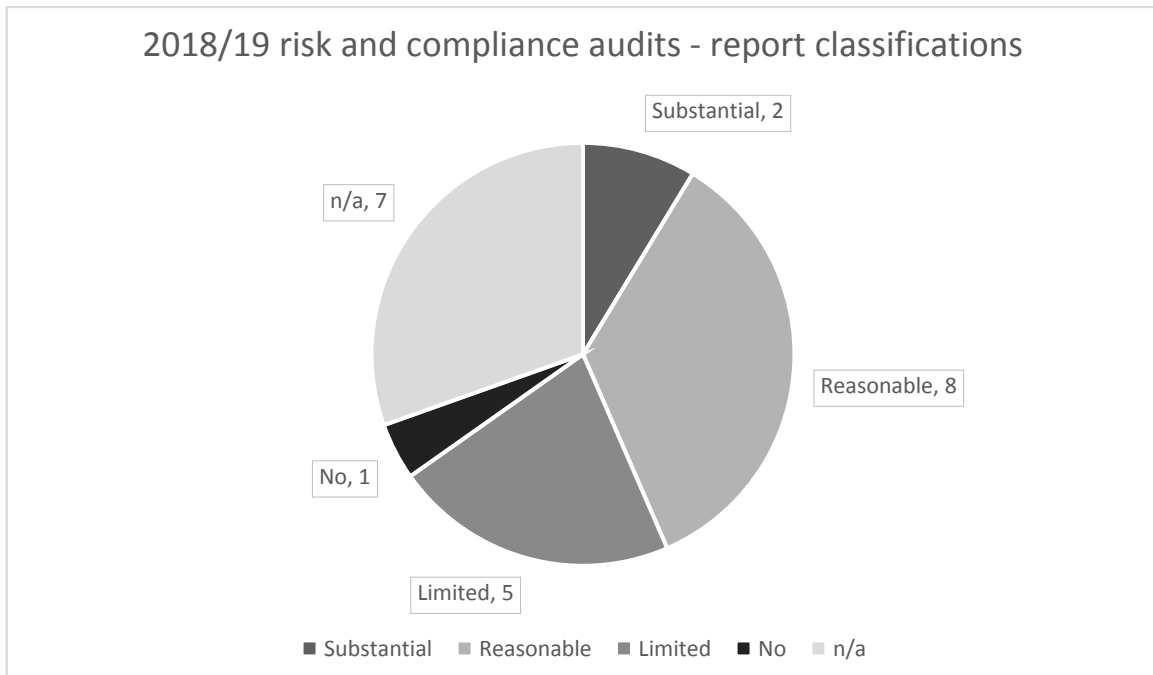
Internal audit findings are categorised critical, high, medium and low risk (or advisory) depending upon the impact of the associated risk attached to the recommendation.

Definitions of the ratings can be found at Appendix 3.

The table below sets out the results of our 23 risk and compliance 2018/19 internal audits:

Audit	Opinion	Number of Findings			
		Critical	High	Medium	Low
Information governance - Subject Access Requests	Substantial	0	0	0	1
Museum Accreditation	n/a	n/a	n/a	n/a	n/a
Sickness absence [review]	n/a	0	0	3	1
Recruitment	Limited	0	2	0	2
Cyber Security	Limited	0	1	4	1

IR35	Reasonable	0	1	1	2
Adoptions	No	1	0	2	0
Gifts and Hospitality	Reasonable	0	0	3	2
Everyone Active Contract Management	Reasonable	0	0	2	2
IT Risk Diagnostic	n/a - average control maturity	n/a	n/a	n/a	n/a
Adoptions (follow up)	Reasonable	0	0	3	1
Commercial Waste Services	n/a	n/a	n/a	n/a	n/a
Governance	Reasonable	0	0	3	4
My Place BDMS Contract Management	Limited	0	1	4	1
Brexit Impact Workshop [review]	n/a	n/a	n/a	n/a	n/a
Direct Payments	Limited	0	1	4	1
Parks and Grounds Maintenance	Reasonable	0	0	2	1
Parking Income Collection	Reasonable	0	1	2	4
Fleet Management	Substantial	0	0	1	2
Homelessness Reduction	Reasonable	0	0	3	2
Be First Procurement on behalf of the Council	n/a	n/a	n/a	n/a	n/a
Asset Management: New housing assets and surveys	Limited	0	2	1	0
Security of Corporate Buildings (follow up)	n/a	n/a	n/a	n/a	n/a
Total		1	9	38	27



The majority of report classifications were positive, i.e. “substantial” or “reasonable” assurance.

We issued one “No Assurance” report in the year as follows:

Title and audit objective	Summary of findings and current progress to address reported high-risk findings
<p>Adoptions – no assurance</p> <p>The objective of this audit was to evaluate the control design and test the operating effectiveness of key controls in place over adoptions from during April 2017 to June 2018.</p>	<p>Liquidlogic’s Children’s System went live for children’s services, including adoptions in March 2018, replacing the legacy system, Northgate. Due to issues with evidence not being available on Liquidlogic, we were unable to verify the operation of a number of the controls and processes detailed to us during interviews.</p> <p>We identified one critical risk finding regarding incomplete access to adoptions records following the migration of records to Liquidlogic.</p> <p>We also identified two medium risk findings:</p> <ul style="list-style-type: none"> • Timely responses to initial enquiries • Adherence to recommended assessment processes and timeframes <p><i>Our follow up audit of adoptions audit in November and December 2018 confirmed that a large amount of further data had been added to Liquidlogic. More significantly, we confirmed that relevant individuals had access to data not yet in Liquidlogic through either the shared folder or through the legacy system.</i></p> <p><i>Finding superseded by updated finding in follow-up report, now rated as medium risk.</i></p>

We issued five “Limited Assurance” report in the year as follows:

Title and audit objective	Summary of findings and current progress to address reported high-risk findings
<p>Cyber Security - Limited Assurance</p> <p>The objective of the audit was to evaluate the control design and test the operating effectiveness of key controls in place relating to Cyber Security.</p>	<p>We found controls over Cyber Security at were of limited effectiveness. The split in responsibility between Elevate and the Council’s internal IT team may have contributed to some of the issues we identified. We highlight that reviews at other London Boroughs performed in the last six months performed by the Cyber Security subject matter experts involved in this review confirms that many of these findings are similar to those found in other councils.</p> <p>We identified the following high and medium risk findings:</p> <ul style="list-style-type: none"> • Owners of Cyber Security risks did not have sufficient oversight of Cyber Security operations (high risk) • Policies are out-of-date or are not sufficiently mature (medium risk) • Sophisticated event monitoring capabilities exist within LBBB, but are not fully utilised (medium risk) • A lack of oversight and monitoring of user access (medium risk) • Incident response plans do not exist beyond a general procedure (medium risk) <p>We also identified one low risk finding.</p> <p><i>The one high risk finding was established at follow-up to have been implemented.</i></p>
<p>Recruitment – Limited Assurance</p> <p>The objective of this audit was to evaluate the control design and test the operating effectiveness of key controls in place relating to recruitment for the period April 2017 to March 2018.</p>	<p>The recruitment process had been designed and implemented by HR and operationally, was conducted by individual line managers. We found that while the HR process was designed effectively, there was evidence of non-adherence to this policy by some managers. It appeared that there are two primary reasons for this. Firstly, because of managers missing scheduled training courses, there was a subsequent lack of awareness of the policy. Secondly, some managers were not retaining full documentation to support recruitment decisions.</p> <p>We identified two high risk findings:</p> <ul style="list-style-type: none"> • Recruiting managers not attending training and refresher courses – Our testing identified a number of managers who had recruited staff had not followed the required process to recruit via iGrasp and had either not done the initial recruitment training, provided a signed-off assessment of prior knowledge and experience or had not kept it up to date by completing the refresher course they are required to undertake every three years. This does not mean that they did not have the required level of skills, experience and knowledge to carry out recruitment but they had not adhered to the Council’s recruitment process. • Key documents supporting the recruitment process could not be located – Our testing of 25 recruitments identified that some key documents required to evidence the recruiting process and appointment decision, were not available for our review therefore we could not verify that the recruitment took place in accordance with the Council’s policy. <p>We also identified one low risk finding in relation to the reflectiveness of the current process in policy.</p> <p><i>Management have confirmed that an internal group chaired by the Chief Executive now considers all recruitment requests from managers, and the details of the recruitment panel and their training status is now reviewed and scrutinised. Approval for recruitment will not be agreed unless the</i></p>

	<p><i>manager can demonstrate a fully-trained panel. Recruitment and selection training is mandatory for recruiting managers, and they must complete a refresher every 3 years.</i></p> <p><i>The recruitment policy has been amended and will make specific reference to the responsibility of managers to retain the full documentation related to recruitment for 6 months.</i></p>
<p>My Place BDMS Contract Management – Limited Assurance</p> <p>This was an audit of the control design and operating effectiveness of My Place procurement contract management through review of the contract management of the Trading Services Contract.</p>	<p>The Council is reliant on BDMS as the sole provider of maintenance services for its housing stock. There are a number of critical services being provided such as repair of boilers in the homes of older or more vulnerable residents. These critical services have to continue even if there is major disruption to the Council or BDMS.</p> <p>The review of the contract confirmed that it stipulates that BDMS should provide a business continuity plan to ensure that the services can continue in the event of major disruption.</p> <p>However, it was identified that this plan had not yet been produced. This meant that there was no plan in place to recover these services in the timeframes required by the Council.</p> <p><i>This high risk finding was due for implementation by 31st May 2019 and is in the process of follow-up.</i></p>
<p>Direct Payments – Limited Assurance</p> <p>An audit of the control design and operating effectiveness of direct payments.</p>	<p>Testing identified one high risk finding about incomplete data in Liquid Logic whereby a number of issues with the data and records available in Liquid Logic were identified. Liquid logic had been live for about six months at the time of the audit.</p> <p>Testing of 20 DP accounts identified the following audit trail / data issues with the documents held in the system:</p> <ul style="list-style-type: none"> • 11 accounts did not contain/index a contract signed by both parties; • One account did not contain the relevant Support Plan for an increase processed in 2018; • 2 (of 11) accounts reviewed in 2018 did not contain the supporting documents and updated support plan; <p>There was also one account identified that was incorrectly tagged as 'Proposed' in the system - this means awaiting for Social Worker Team Manager authorisation but the review found the account had been paid.</p> <p>These issues hinder management's ability to embed efficient and effective key controls into their process.</p> <p>We were unable, during the audit, to physically verify whether the documents existed. This action would have taken significant resources from both the audit and service teams and as the issue was known and acknowledged by management would not have been a good use of resources.</p> <p>Management noted that that some documents transferred into the new system had not been accurately indexed and that this was a known issue that they were working with the systems support teams to rectify. Management further reported that work to address issues with the system was underway and the issues noted in our testing had been identified by the teams in the period since go live.</p> <p><i>The agreed action for this high risk finding is due to be implemented by 30th June 2019 and will be followed up accordingly.</i></p>

**Asset Management:
New housing assets
and surveys –
Limited Assurance**

The objective of this audit was to evaluate the control design and test the operating effectiveness of key controls in place over asset management, specifically new housing stock handed over from Be First and surveys over the period December 2018 to January 2019.

Asset Management has significantly changed in the Council since the creation of the Be First subsidiary, which moved responsibility for building new housing from the Council to Be First. The Council created the My Place team to oversee the handover of housing and ensure its correct addition to the housing register. The My Place team undertook a survey of the housing stock in November 2017 to review the accuracy of the inherited housing asset register. The Council developed a Handover process map which was in its infancy as at March 2019 (version "0.2"). As these processes were relatively new or still in development, a number of processes had yet to be fully implemented. We have identified a number of recommended improvements to the current and planned controls, primarily to monitor the operation of the key control activities and proactively identify and resolve issues with their operation. We identified two high risk and one medium risk issue that need to be addressed:

- Design of the handover process (high risk) – The Council had drafted a process to on-board new housing. Our evaluation of the documented process found it to be generally robust. However, we identified a number of issues including no tracking of houses being received and no review of changes made to the asset register.
- Implementation of the designed handover process (high risk) – We were informed by My Place staff that the designed handover process had not yet been implemented at the time of our audit work in March 2019. Therefore there was no formal handover process in place and operating.
- Updating the asset register with the survey results (medium risk) – A survey of housing assets was completed in July 2018. This has not yet been fully incorporated into the asset register and so spreadsheets are being used for management decision making as a work around.

The agreed actions for the two high risk finding are due to be implemented by 30th June 2019 and will be followed up accordingly.

A critical risk is defined as requiring immediate and significant action. A high risk is defined as requiring prompt action to commence as soon as practicable where significant changes are necessary. Management are expected to implement all critical and high-risk recommendations by the agreed target dates. Internal Audit tracks management progress by way of a chase up or follow up to the audit client accordingly. Slippage in implementing agreed actions does occur and requires management to instigate revised targets and consider ways to mitigate the identified risks.

There was one finding that was rated as critical risk in the year in the Adoptions audit as per the table above. That finding was reduced to medium risk following management action.

The following table summarises the critical and high risk findings, as at 31 March 2019, that have been reported, implemented, were outstanding and were beyond their due date:

	Reported	Implemented	Outstanding	Beyond due date
Previous years b/f:	-	-	1	1
Current year:	10	4	6	0
Total:	10	4	7	1

The progress as at 31 May 2018 in implementing the high-risk recommendations overdue as at 31 March 2018 has been reported in the following table:

Finding	Agreed Action	Latest progress as reported by management
Records Compliance		
There is no list of information asset owners (IAO), a list is in the process of being compiled. The roles and responsibilities of the IAO's has not been defined or communicated to officers. A part time consultant has been appointed and is in the process of identifying IAOs.	<p>a. Roles and responsibilities for IAO's should be clearly defined and communicated and incorporated into job descriptions</p> <p>b. Basic training on the requirements of IAO's should be given to those holding the role.</p> <p>Target: 31/12/15</p>	In progress, expected to be completed by December 2019: An Information Asset Register has been launched and is mostly completed. A Records Management training module has been identified. Guidance around the IAO role is expected to be completed by mid Feb with incorporation of role into job descriptions agreed with HR and in progress.

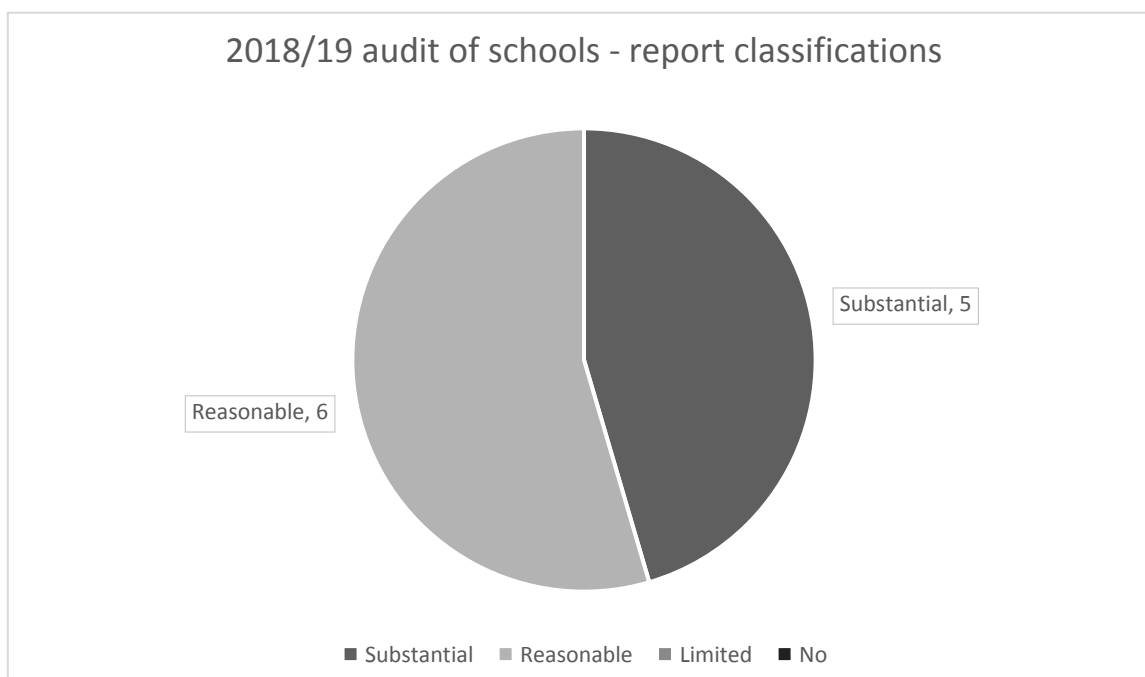
Audits of schools

Schools within the Borough are audited on a risk basis. The audits of schools are fully outsourced to Mazars, the Council's internal audit co-source provider.

The objective of these audits is to ensure that the schools have adequate and effective controls with regards to the financial management and Governance of the school.

The table below sets out the results of Mazars 2018/19 internal audit work auditing 16 schools:

School	Opinion	Number of findings			
		Critical	High	Medium	Low
Risk Assessment of Schools	n/a	n/a	n/a	n/a	n/a
General Schools follow up	n/a	n/a	n/a	n/a	n/a
Manor Junior School (follow up)	n/a	n/a	n/a	n/a	n/a
William Bellamy Primary School (f/up)	n/a	n/a	n/a	n/a	n/a
Mayesbrook PRU	Substantial	0	0	0	2
Eastbrook School	Substantial	0	0	1	2
Barking Abbey School	Reasonable	0	0	1	7
Marks Gate Infant School	Reasonable	0	0	3	2
Thomas Arnold Primary School	Substantial	0	0	1	0
Dorothy Barley Infant School	Reasonable	0	0	2	5
Gascoigne Primary School	Reasonable	0	1	0	4
Henry Green Primary School	Substantial	0	0	0	1
John Perry Primary School	Reasonable	0	0	3	2
Northbury Primary School	Reasonable	0	0	2	1
Roding Primary School	Substantial	0	0	0	1
Schools' Annual Report	n/a	n/a	n/a	n/a	n/a
TOTAL:		0	1	13	27



All school reports were rated as either “Substantial Assurance” or “Reasonable Assurance”. We issued no “No Assurance” or “Limited Assurance” reports in the year.

7. Internal audit performance

Purpose	Target	Performance & RAG Status	What it measures
Output Indicators (Efficiency)			
% of 2018/19 Audit Plan completed (Audits at draft report stage)	>25% by 30/09/18	32% - GREEN	Delivery measure
	>50% by 31/12/18	57% - GREEN	
	>80% by 31/03/19	86% - GREEN	
	100% by 31/05/19	100% - GREEN	
Meet standards of Public Sector Internal Audit Standards	Substantial assurance or above from annual review	Confirmed * - GREEN	Compliant with professional standards
Outcome Indicators (Effectiveness - Adding value)			
High Risk Recommendations not addressed within timescales	<5%	0% - GREEN	Delivery measure
Overall Client Satisfaction	> 85% satisfied or very satisfied over rolling 12-month period	100% - GREEN	Customer satisfaction

* Internal Audit for 2018/19 was being provided by a combination of the in-house team, Mazars LLP and PwC LLP. All teams have confirmed ongoing compliance with the Public Sector Internal Audit Standards.

Quality and improvement programme

Internal audit quality has been maintained through adequate supervision and review processes in the year.

Quality and consistency has been improved through use of revised Terms of Reference and report templates and stability has been achieved through the appointment of a permanent Head of Assurance.

Plans are in place to further strengthen quality in 2019/20 particularly through further recruitment to the in-house team.

8. Appendices

1: Limitations inherent to the internal auditor's work

We have undertaken internal audit subject to the following limitations:

- **Internal control:** Internal control systems, no matter how well designed and operated, are affected by inherent limitations. These include the possibility of poor judgement in decision-making, human error, control processes being deliberately circumvented by employees and others, management overruling controls and the occurrence of unforeseeable circumstances.
- **Future periods:** Our assessment of controls is for the period specified only. Historic evaluation of effectiveness is not relevant to future periods due to the following risks:
 - The design of controls may become inadequate because of changes in operating environment, law, regulation or other changes.
 - The degree of compliance with policies and procedures may deteriorate.

Responsibilities of management and internal auditors

It is management's responsibility to develop and maintain sound systems of risk management, internal control and governance and for the prevention and detection of irregularities and fraud. Internal audit work should not be seen as a substitute for management's responsibilities for the design and operation of these systems.

We endeavour to plan our work so that we have a reasonable expectation of detecting significant control weaknesses and, if detected, we carry out additional work directed towards identification of consequent fraud or other irregularities. However, internal audit procedures alone, even when carried out with due professional care, do not guarantee that fraud will be detected.

Accordingly, our examinations as internal auditors should not be relied upon solely to disclose fraud, defalcations or other irregularities which may exist.

Opinion







My opinion is based solely on the work undertaken as part of the agreed internal audit plan. There might be weaknesses in the system of internal control that we are not aware of because they did not form part of our programme of work, were excluded from the scope of individual internal audit assignments or were not brought to our attention. As a consequence, management and the Audit & Standards Committee should be aware that our opinion may have differed if our programme of work or scope for individual reviews was extended or other relevant matters were brought to our attention.

2: Opinion types

The table below sets out the types of opinion that I have considered, along with an indication of the types of findings that may determine the opinion given. I apply my judgement when determining the appropriate opinion, so the guide given below is indicative rather than definitive.

Opinion	Indication of when this type of opinion may be given
Satisfactory	<ul style="list-style-type: none"> • A limited number of medium risk rated weaknesses may have been identified, but generally only low risk rated weaknesses have been found in individual assignments; and • None of the individual assignment reports have an overall report classification of either high or critical risk.
Generally satisfactory with some improvements required	<ul style="list-style-type: none"> • Medium risk rated weaknesses identified in individual assignments that are not significant in aggregate to the system of internal control; and/or • High risk rated weaknesses identified in individual assignments that are isolated to specific systems or processes; and • None of the individual assignment reports have an overall classification of critical risk.
Major improvement required	<ul style="list-style-type: none"> • Medium risk rated weaknesses identified in individual assignments that are significant in aggregate but discrete parts of the system of internal control remain unaffected; and/or • High risk rated weaknesses identified in individual assignments that are significant in aggregate but discrete parts of the system of internal control remain unaffected; and/or • Critical risk rated weaknesses identified in individual assignments that are not pervasive to the system of internal control; and • A minority of the individual assignment reports may have an overall report classification of either high or critical risk.
Unsatisfactory	<ul style="list-style-type: none"> • High risk rated weaknesses identified in individual assignments that in aggregate are pervasive to the system of internal control; and/or • Critical risk rated weaknesses identified in individual assignments that are pervasive to the system of internal control; and/or • More than a minority of the individual assignment reports have an overall report classification of either high or critical risk.
Disclaimer opinion	<ul style="list-style-type: none"> • An opinion cannot be issued because insufficient internal audit work has been completed. This may be due to either: <ul style="list-style-type: none"> - Restrictions in the audit programme agreed with the Audit Committee, which meant that our planned work would not allow us to gather sufficient evidence to conclude on the adequacy and effectiveness of governance, risk management and control; or - We were unable to complete enough reviews and gather sufficient information to conclude on the adequacy and effectiveness of arrangements for governance, risk management and control.

3: Definition of risk categories and assurance levels

Risk rating	
Critical 	<p>Immediate and significant action required. A finding that could cause:</p> <ul style="list-style-type: none"> • Life threatening or multiple serious injuries or prolonged work place stress. Severe impact on morale & service performance (e.g. mass strike actions); or • Critical impact on the reputation or brand of the organisation which could threaten its future viability. Intense political and media scrutiny (i.e. front-page headlines, TV). Possible criminal or high profile civil action against the Council, members or officers; or • Cessation of core activities, strategies not consistent with government's agenda, trends show service is degraded. Failure of major projects, elected Members & Senior Directors are required to intervene; or • Major financial loss, significant, material increase on project budget/cost. Statutory intervention triggered. Impact the whole Council. Critical breach in laws and regulations that could result in material fines or consequences.
High 	<p>Action required promptly and to commence as soon as practicable where significant changes are necessary. A finding that could cause:</p> <ul style="list-style-type: none"> • Serious injuries or stressful experience requiring medical many workdays lost. Major impact on morale & performance of staff; or • Significant impact on the reputation or brand of the organisation. Scrutiny required by external agencies, inspectorates, regulators etc. Unfavourable external media coverage. Noticeable impact on public opinion; or • Significant disruption of core activities. Key targets missed, some services compromised. Management action required to overcome medium-term difficulties; or • High financial loss, significant increase on project budget/cost. Service budgets exceeded. Significant breach in laws and regulations resulting in significant fines and consequences.
Medium 	<p>A finding that could cause:</p> <ul style="list-style-type: none"> • Injuries or stress level requiring some medical treatment, potentially some workdays lost. Some impact on morale & performance of staff; or • Moderate impact on the reputation or brand of the organisation. Scrutiny required by internal committees or internal audit to prevent escalation. Probable limited unfavourable media coverage; or • Significant short-term disruption of non-core activities. Standing orders occasionally not complied with, or services do not fully meet needs. Service action will be required; or • Medium financial loss, small increase on project budget/cost. Handled within the team. Moderate breach in laws and regulations resulting in fines and consequences.
Low 	<p>A finding that could cause:</p> <ul style="list-style-type: none"> • Minor injuries or stress with no workdays lost or minimal medical treatment, no impact on staff morale; or • Minor impact on the reputation of the organisation; or • Minor errors in systems/operations or processes requiring action or minor delay without impact on overall schedule; or • Handled within normal day to day routines; or • Minimal financial loss, minimal effect on project budget/cost.
Level of assurance	
Substantial 	<p>There is a sound control environment with risks to key service objectives being reasonably managed. Any deficiencies identified are not cause for major concern. Recommendations will normally only be Advice and Best Practice.</p>
Reasonable 	<p>An adequate control framework is in place but there are weaknesses which may put some service objectives at risk. There are Medium priority recommendations indicating weaknesses, but these do not undermine the system's overall integrity. Any Critical recommendation will prevent this assessment, and any High recommendations would need to be mitigated by significant strengths elsewhere.</p>

<p>Limited</p> <p>●</p>	<p>There are a number of significant control weaknesses which could put the achievement of key service objectives at risk and result in error, fraud, loss or reputational damage. There are High recommendations indicating significant failings. Any Critical recommendations would need to be mitigated by significant strengths elsewhere.</p>
<p>No</p> <p>●</p>	<p>There are fundamental weaknesses in the control environment which jeopardise the achievement of key service objectives and could lead to significant risk of error, fraud, loss or reputational damage being suffered.</p>

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AUDIT & STANDARDS COMMITTEE**23 July 2019**

Title: Counter Fraud Annual Report 2018/19	
Report of the Chief Operating Officer	
Open Report	For Information
Wards Affected: None	Key Decision: No
Report Author: Kevin Key, Counter Fraud Manager	Contact Details: Tel: 020 8227 2174 Email: kevin.key@lbbd.gov.uk
Accountable Strategic Leadership Director: Claire Symonds, Chief Operating Officer	
Summary: This report brings together all aspects of counter fraud work undertaken during 2018/19. The report details progress to 31 March 2019.	
Recommendation: The Audit & Standards Committee is asked to note the contents of the report.	

1. Summary of counter fraud work undertaken for Quarter 4 2018/19

- 1.1 The tables below indicate the level of work completed in the two separate areas for which the team are responsible; Housing Investigation and Corporate Fraud.

2. Corporate Fraud Activity including Whistleblowing

- 2.1 The update on corporate fraud activity for quarter 4, along with the yearly totals, is set out below. The team receives many referrals throughout each quarter and log and assess each case independently. A decision is then made as to what the best course of action is to deal with the referral. This means either the team will open an investigation, refer to another service block of the council or arrange for the matter to be referred to a specific manager for action.

- 2.2 Quarter 4 2018/19 Fraud referrals including whistleblowing:

	17/18 Total	18/19 Total	Q4
Cases Outstanding from last quarter			17
Referrals received in Period	301	246	60
Cases accepted for investigation	18	43	17
No further Action after initial review/already known	195	28	15
Referred to other service block within LBBB	195	165	28
DPA, FOI, and other information provided		76	16

Cases closed following investigation	19	38	26
Ongoing Corporate Fraud Investigations:			8

2.3 For 2018/19 the recording has been slightly modified to more accurately review each incoming referral. This has prevented double counting in some areas and made it clearer as to what action is being taken on every referral received.

2.4 The referrals received relate to the number of cases that are sent through to the Fraud email inbox or where contact is made directly with members of the team. All contact is logged and assessed accordingly. Bearing in mind the scope of potential fraud, many referrals are sent through in the belief that fraud has been committed, but following assessment, found to be incorrectly sent to us.

We receive requests that relate specifically to CCTV, Subject Access, Freedom of Information and Data Protection as well as referrals relating to Housing Benefits, Council Tax, Department for Work & Pensions, Complaints, Parking Enforcement, Housing services, noise nuisance, Housing Association properties, Planning, Private Sector Licencing, Police matters and Trading Standards. In short, if there is a possibility/mention of fraud we are likely to have received a referral either via email or phone.

2.5 Outcomes – Quarter 4 and yearly total 2018/19:

	17/18 Total	18/19 Total	Q4
Recommended for disciplinary process/New cases as a result	0	3	3
Referred for Management action	11	10	5*
No fraud/No further action	13	10	6

*includes 1 case where police are acting; uninsured vehicle displaying Blue Badge highlighted on Councillor walkabout.

*includes 2 cases where funds were recovered

3. Current / future key issues – Corporate

3.1 Four cases remain open relating to criminal investigations into current or former member of staff. All cases involve theft from the council and work is ongoing to establish enough evidence to proceed with a criminal prosecution of those involved. Three staff members were employed within the Repairs and Maintenance section. The remaining staff member is employed within Be First.

3.2 All funds have now been returned to LBBDD following the mandate fraud in October 2018. The full amount of £16,093.44 was refunded to Treasury on 6 March 2019.

3.3 Following the whistleblowing campaign that was undertaken through November/December, there has been a rise in the number of referrals being

made. While some remain linked to grievances or management issues, some interesting and positive cases have been referred, with two still being investigated.

- 3.4 Through January there was a spate of cyber attacks targeting our staff and schools. Predominately email accounts were either spoofed or hacked and attempts made to change bank details or divert funds via false invoices. Reminder emails were sent to all staff and notices added to the staff update and TV notice boards throughout our buildings. Referrals are still sent through to the team and we report all to Action Fraud as well as blocking the originating ISP from our systems.
- 3.5 The National Fraud Initiative results were released in February and the team is working through the matches. Detailed analysis will be provided on the outcomes in later reports.

4. Regulation of Investigatory Powers Act

- 4.1 The Regulation of Investigatory Powers Act regulates surveillance powers, thus ensuring robust and transparent frameworks are in place to ensure its use only in justified circumstances. It is cited as best practice that Senior Officer and Members maintain an oversight of RIPA usage.
- 4.2 The last inspection of RIPA was undertaken by the Office of Surveillance Commissioners in December 2016. The report was favourable, and all recommendations subsequently implemented. In September 2017 the Investigatory Powers Commissioner's Office took over responsibility for oversight of investigatory powers from the Interception of Communications Commissioner's Office (IOCCO), the Office of Surveillance Commissioners (OSC) and the Intelligence Services Commissioner (ISComm).
- 4.3 The current statistics are set out below following review of the central register, held by the Corporate Investigation Manager. As per previous guidelines, RIPA authority is restricted only to cases of suspected serious crime and requires approval by a Magistrate.

(a) Directed Surveillance

The number of directed surveillance authorisations granted during the Quarter January – March 2019 and the number in force at 31 March 2019

Nil granted. Nil in Force.

(b) Communications Information Requests

The number of authorisations for conduct to acquire communications data (e.g. mobile phone data) during the Quarter January – March 2019.

Nil granted. Nil in force.

- 4.4 We remain an authority that does not make use of RIPA. Other councils make use them which leads to two possible conclusions for LBBB; either we fail to

utilise the process at all or unauthorised surveillance is taking place where RIPA should be obtained. Staff across the council have previously been trained and advised on the use of RIPA and an expectation is in place that for any use of covert surveillance, RIPA should be considered.

5. Housing Investigations

5.1 Members are provided with specific details on the outcomes from the work on Housing Investigations. For 2018/19, positive outcomes are set out below.

5.2 2018/19 Quarter 4 Housing Investigations

Caseload	17/18 Total	18/19 Total	Q4
Open Cases brought forward from Q3			28
New Cases Added	256	166	42
Cases Completed	255	154	43
Open Cases			27

On Going Cases - Legal Action	Q4
Notices Seeking Possession served	0
No of Cases - Recovery of property	5

Outcomes - Closed Cases	17/18 Total	18/19 Total	Q4
Convictions	1	0	0
Properties Recovered	12	14	4
Successions Prevented & RTB stopped/agreed	3	15	4
Savings (FTA, Single Person CTax, RTB, Decant)	£202,262	£1,075,995	£279,300
Other Potential Fraud prevented/passed to appropriate service block incl Apps cancelled	160	58	13
Referral to others outside of LBBDD	169	1	0
No further action required/insufficient evidence	N/A	66	22

5.3 In addition to the above other checks are routinely carried out and information provided to others. Below is an indication of the level of work undertaken.

	18/19 Total	Qtr 4
Data Protection Requests	64	12
Education Checks	402	171

(n.b. education checks relate to assisting admissions in locating children or families to free up school places or confirm occupancy. Data Protection Requests are received from other local authorities, the police, and outside agencies and responses provided in accordance with GDPR).

6. Current / future key issues to be considered – Housing

- 6.1 All staff within the team have now completed the Accredited Counter Fraud Specialist (ACFS) course through CIPFA and received notification from Portsmouth University that all staff holding the ACFS have been added to the Professional Register of Counter Fraud Specialists.
- 6.2 Following on from the verification training of the Right to Buy Team and Sales and Leasing Officers, further advice and training sessions were arranged for colleagues in HR. Arrangements are ongoing to allow the team access to the ID Scan machine to assist with verification of documents supplied by prospective staff.
- 6.3 Proactive Work continues with properties highlighted to be decanted due to demolition. This will continue for all future phases.
- 6.4 As part of the work dealing with the National Fraud Initiative, all housing tenancy, application and associated matches have been assigned to the Housing investigation Team for checking and action. Detailed outcomes will be provided in later reports.

7. Financial Implications

Implications completed by: Katherine Heffernan, Group Manager – Service Finance

- 7.1 The Counter Fraud team is fully funded within the Council's Finance Service. The work of the team is a key contribution to the Council's stewardship of public funds. The team monitors its performance closely and the outcomes of its work are set out in this document. The savings produced are a mixture of cost avoidance and cash returns to the Council. These have already been taken into account in the Council's budget and financial performance. There are no further financial implications arising.

8. Legal Implications

Implications completed by: Dr Paul Feild, Senior Governance Solicitor

- 8.1 The Accounts and Audit (England) Regulations 2015 section require that: a relevant authority must ensure that it has a sound system of internal control which—facilitates the effective exercise of its functions and the achievement of its aims and objectives; ensures that the financial and operational management of the authority is effective; and includes effective arrangements for the management of risk.
- 8.2 Furthermore the Director of Finance has a statutory duty, under Section 151 of the Local Government Act 1972 and Section 73 of the Local Government

Act 1985, to ensure that there are proper arrangements in place to administer the Council's financial affairs.

- 8.3 Counter Fraud practices set out in this report address the need to counter fraud, money laundering, bribery and the proceeds of crime. The Council's policies guide on the investigatory and prosecution process. In formulating the policies, it addresses the issue of corruption and bribery. Corruption is the abuse of entrusted power for private gain. The Bribery Act 2010 defines bribery as "the inducement for an action which is illegal, unethical or a breach of trust. Inducements can take the form of gifts, loans, fees, rewards or other advantages whether monetary or otherwise".
- 8.4 The Local Government Act 1972 provides the Council with the ability to investigate and prosecute offences committed against it. We will enhance our provision further by making best use of existing legislation, for example the Proceeds of Crime Act 2002, to ensure that funds are recovered, where possible by the Council.

9. Other Implications

- 9.1 Risk Management – The internal audit activity is risk-based and therefore support effective risk management across the Council.
- 9.2 No other implications to report

10. Public Background Papers Used in the Preparation of the Report: None

List of appendices:

None

AUDIT AND STANDARDS COMMITTEE**23 July 2019**

Title: Complaints Against Members Update	
Report of the Monitoring Officer	
Open Report	For Information
Wards Affected: None	Key Decision: No
Report Author: Dr. Paul Feild Senior Governance Lawyer	Contact Details: Tel: 0208 227 2638 E-mail: paul.feild@lbbd.gov.uk
Accountable Strategic Leadership Director: Fiona Taylor, Monitoring Officer and Director of Law and Governance	
<p>Summary:</p> <p>This report is to provide the Audit and Standards Committee with an update of complaints against Members of the Council, their current status, outcome and actions taken.</p> <p>On 1 July 2012 the Assembly adopted, as required by the Localism Act 2011, a new local Code of Conduct and Complaint Procedure. As the Code approached a year in existence, the Standards Committee reviewed the structure and drafting of it so as to make improvements in composition and simplify it where possible. The re-drafted Code was adopted by Assembly on 17th July 2013.</p> <p>In accordance with the Code, the Monitoring Officer conducts an initial assessment of complaints about Members of the Council against approved criteria and may consult with the Independent Person and try to resolve matters informally if possible or appropriate. If the complaint requires further investigation or referral to the Audit and Standards Committee there may still be a hearing of a complaint before its Sub-Committee.</p> <p>Since reporting to the 16 January 2019 Audit and Standards Committee, there has been one complaint received by the Monitoring Officer. The matter is being investigated.</p>	
Recommendation(s)	
The Audit and Standards Committee is recommended to note the report.	
Reason(s)	
For continued good governance and to ensure that the Audit and Standards Committee is aware of complaints against Members of the Council.	

1. Options Appraisal

1.1 This report is for information only.

2. Consultation

2.1 This report is for information only.

3. Financial Implications

3.1 There are no financial implications associated with this report.

4. Legal Implications

Implications completed by: Lindsey Marks, Deputy Head of Legal Services

4.1 It is a legal requirement that the Council promotes and maintains high standards of conduct by Members and Co-opted Members of the authority. The Audit and Standards Committee contributes to this duty by receiving reports from the Monitoring Officer and assessing the operation and effectiveness of the Code of Conduct for Members. Additionally, the Committee advises on training of Members on matters relating to the Code as well as receiving referrals from the Monitoring Officer into allegations of misconduct in accordance with the authority's assessment criteria.

4.2 This report furthers those objectives by providing timely updates to the Standards Committee with regard to the operation of the Code of Conduct.

Background Papers Used in the Preparation of the Report:

- Council Constitution

List of appendices:

Appendix A-Member Complaints: Monitoring Officer Rolling Record

Member Complaints – Monitoring Officer Rolling Record

Ref:	Receipt of Complaint	Member	Complainant	Nature of Complaint	Investigation	Standards Hearing	Outcome	Status (Open/ closed)
MC 1/19	18 April 2019	Single Member	Employee	Possible breach of the Members Code of Conduct	Investigation LBBB Officer	N/A	Pending outcome of fact finding and investigation	Open

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AUDIT AND STANDARDS COMMITTEE**23 July 2019**

Title: Audit and Standards Committee Work Programme 2019/20	
Report of the Chief Executive	
Open Report	For decision
Wards Affected: None	Key Decision: No
Report Author: Claire Symonds, Chief Operating Officer	Contact Details: Tel: 020 8227 5513 E-mail: claire.symonds@lbbd.gov.uk
Accountable Strategic Leadership Director: Chris Naylor, Chief Executive	
Summary: This report outlines the responsibilities and commitments of the Audit and Standards Committee and sets out the draft work programme for 2019/20.	
Recommendation(s) The Committee is asked to note the report including the draft work programme for 2019/20.	

1. Introduction and background

This is the first meeting of the Committee and Members are asked to agree the work programme, which can be amended as necessary.

2. Audit and Standards Committee

The Audit and Standards Committee shall have the following roles and functions which are contained within the Council's constitution.

2.1.1 Audit functions**Internal Audit**

- i) Considering regular update reports concerning the work of Internal Audit, including progress on delivering the annual programme of work, emerging themes, risks and issues, and officer responsiveness in implementing recommendations and responding to Internal Audit.

- ii) Considering and agreeing an Annual Audit Report from the Chief Financial Officer and a summary of Internal Audit activity (actual and proposed), and the level of assurance it can give over the Council's corporate governance, internal control, and risk management arrangements.
- iii) Considering summaries of specific Internal Audit reports as requested.
- iv) Considering reports dealing with the management and performance of the providers of Internal Audit services.

Statutory and External Audit Functions

- v) Considering the Annual Governance Report (both main and pension) and other relevant reports.
- vi) Considering the Annual Audit Letter, and other relevant reports.
- vii) Considering the Summary of Grant Certifications.
- viii) Considering other specific reports as agreed with the external auditor.

Governance

- ix) Receiving reports and making appropriate recommendations concerning corporate governance, risk management, decision-making and information governance and ensuring compliance with best practice.
- x) Receiving reports and making appropriate recommendations concerning customer complaints and Local Government Ombudsman enquiries.
- xi) Considering regular updates concerning Council policies relating to internal governance (including whistle blowing, bribery and anti-fraud) and ensuring the implementation of relevant legislation relating to governance, fraud and corruption.
- xii) Considering proposed changes to the Council's Financial Regulations and Rules, as they relate to audit functions.
- xiii) Approving the Council's Annual Governance Statement which accompanies the Annual Statement of Accounts.

Finance

- xiv) Considering and approving the Annual Statement of Accounts and all related documents.

2.1.2 Standards functions

- i) Promoting and maintaining high standards of conduct by Members and Co-Opted Members of the authority;
- ii) Appointment of a Hearing Sub-Committee to hear and make recommendations to the Monitoring Officer concerning complaints about Members and Co-opted Members referred to it by the Monitoring Officer (the composition, Terms of Reference and responsibility of functions for the Sub-Committee are referred to in paragraphs 3 and 4 below);
- iii) Receiving periodic reports from the Monitoring Officer on dispensations granted / refused, complaints received against Members, complaints resolved informally, complaints resolved after an investigation by the Hearing Sub-Committee and assessing the operation and effectiveness of the Members' Code of Conduct;
- iv) Advising on training or arranging to train Councillors and Co-opted Members on matters relating to the Councillors' Code of Conduct;
- v) Assisting Councillors and Co-opted Members to observe the Councillors' Code of Conduct;
- vi) Receiving referrals from the Monitoring Officer into allegations of misconduct, in accordance with the Council's assessment criteria;
- vii) Advising on the contents of and requirements for codes / protocols / other procedures relating to standards of conduct throughout the Council;
- viii) Maintaining oversight of the Council's arrangements for dealing with complaints;
- ix) Informing the Assembly and the Chief Executive of relevant issues arising from the determination of Code of Conduct complaints;
- x) On referral by the Monitoring Officer, granting dispensations pursuant to S33(2) (b), (c) and (e) of the Localism Act 2011 to enable a Councillor or Co-opted Member to participate in a meeting of the Authority;
- xi) Hear and determine appeals against refusal to grant dispensations by the Monitoring Officer pursuant to S33(2)(a) and (d) of the Localism Act 2011.

3.3 The work programme is attached as **Appendix A**, a document that is subject to change and Members can add, remove, and defer items as necessary meeting by meeting.

4. Dates of Formal Audit and Standards Committee Meetings and timings

4.1 The scheduled dates for meetings in 2019/20 are as follows:

23 July 2019
28 October 2019
3 February 2020
27 April 2020

4.2 The dates take into account a number of factors including statutory deadlines for a range of audit matters including reports from BDO, the Council's External Auditors. It also has regard to the summer and winter holiday periods and concludes in April.

4.3 Although the meetings dates for the Committee are set down in the Council calendar they can be amended with reasonable notice. Moving meetings is however not advisable as re-scheduling inevitably results in clashes with other Member meetings.

4.4 All formal meetings are scheduled at Barking Town Hall and meetings are webcast. The Council Chamber at the Town Hall has been booked for 2019/20 which has recording facilities.

5. Implications

- Financial

There are no financial implications directly associated with this report.

- Legal

There are no legal implications directly associated with this report.

List of appendices:

Appendix A- draft work programme 2019/20

Audit and Standards Work Programme 2019/20

Chair: Councillor Princess Bright

Meeting	Agenda Item	Officer	Final Papers deadline	Publication Date	Relevant Cabinet Member- Cllr Twomey
23 July 2019 19:00 Town Hall, Barking	<ol style="list-style-type: none">1. Composite Internal Audit and Counter Fraud Annual Report 2018/192. Statement of Accounts and Annual Governance Statement 2018/193. ISA 260 External Audit4. Standards Complaints update5. Work Programme	Chris Martin BDO/Tom Mulloy BDO Fiona Taylor Democratic Services	11 July 2019	16 July 2019	

28 October 2019 18:00 Town Hall, Barking	1. Composite Internal Audit and Counter Fraud Report 2019/20 (Quarters 1& 2) 2. Annual Audit Letter 2019/20 3. Review of Key Counter Fraud Policies and Strategy 4. Risk Management Framework Update 5.. Work Programme	Chris Martin BDO Chris Martin Chris Martin Democratic Services	15 October 2019	18 October 2019	
3 February 2020 18:00 Town Hall, Barking	1. Risk Management Framework 6 monthly report 2. Composite Internal Audit and Counter Fraud report 2019/20 Quarter 3 3. Annual Audit Plan 2018/19 4. Preparation of the External Audit 2018/19 5. Certificate of Grants and Claims 6. Standards Complaints Update (inc G&H) 7. Information Governance Annual report 8. Work Programme	Chris Martin Chris Martin BDO Tom Mulloy BDO Fiona Taylor Nick Lane Democratic Services	21 January 2020	24 January 2020	

27 April 2020 19:00 Town Hall, Barking	1. Internal Audit Charter, Audit Strategy 2019/20 2. Risk Management Framework (end of Year report)	Chris Martin Chris Martin	14 April 2020	17 April 2020	

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