

CHRISTCHURCH BOROUGH COUNCIL

STATEMENT OF ACCOUNTS - YEAR ENDED 31 MARCH 2019

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Narrative Report

Narrative Report

1. LOCAL GOVERNMENT REORGANISATION IN DORSET

Following parliamentary approval the Secretary of State for the Ministry of Housing, Communities and Local Government decided to implement a locally-led proposal to replace the existing nine councils across Dorset – two small unitary councils of Bournemouth and Poole and the two tier structure of Dorset County Council and the district councils of Christchurch, East Dorset, North Dorset, Purbeck, West Dorset, and Weymouth & Portland - with two new councils from 1 April 2019.

This meant that 2018/19 was the final year for this Council. Despite this, there is a recognition that the Council has been innovative in its ideas and approach, especially with regard to its economic development activities as a means of promoting overall prosperity, thriving communities and housing to meet the needs of the future. At a time when many Councils are under pressure to deliver less, working together with East Dorset District Council, the Council has maintained services and where possible aimed to deliver more for its community.

The 2016-2020 Corporate Plan will now not be seen through to its conclusion, however, in the last year of the Council it still represented the ambitions and commitments of Christchurch Borough Council and East Dorset District Council. Whilst plans for the creation of two new councils in Dorset were underway the themes remained the focus of the Council in 2018/19.

The plan comprised 5 themes which articulated the Partnership's priorities for 2018/19:

(a) Growth and Economy

Local councils have an important role to play in delivering economic growth by providing an environment which supports business, both existing and those starting up, and promotes the area as a good place to do business. We continued to develop our Growth Plan to positively influence the local economy.

(b) Access to Housing

Housing is not just an end in itself, it is important in supporting a thriving mixed community. We made sure that we continued to explore opportunities to deliver new homes in the area as well as ensuring that significant numbers meet affordability criteria. We also invested in making more temporary accommodation available so that we lessen reliance on bed and breakfast accommodation.

(c) Effective Council

Despite the ongoing decline in central government funding, the Council has found ways to deliver services effectively and innovatively in partnership with others. We continued to maintain our already strong financial performance and, where possible, looked for other funding opportunities.

(d) Safe and Healthy Communities

To ensure our communities continue to thrive we encouraged our residents to maintain or adopt healthy lifestyles as well as enable them to feel safe. We delivered programmes which contribute to wellbeing and will work with partners to maintain the low levels of crime and antisocial behaviour we currently have.

(e) Managing Our Environment

We live in an area characterised by natural beauty and diversity, and we need to ensure that the decisions we make today will not have an adverse effect on future generations. We continued to maintain and promote our coastline and open spaces and ensured that development takes into account environmental constraints. We also worked with partners to efficiently manage waste and recycling.

The outcome of focussing on these in the last year continued to develop strong, successful and sustainable communities in Christchurch and East Dorset. Places where people can be optimistic about their future and where they can have fulfilling lives whilst enjoying the fantastic surroundings in which they are lucky enough to live.

The Management Structure of the Council

Supporting the work of the Elected Members of the Council in delivering the corporate aims is the organisational structure of officers headed by the Chief Executive and the Corporate Team. The Corporate Team consists of the Chief Executive, three Directors and two Heads of Service.

2. NATIONAL AND LOCAL ECONOMIC PICTURE

Christchurch Borough Council continued to operate in a challenging financial environment. Recent changes to Local Government funding streams mean that councils are subject to significant financial risks relating to business rate income and the cost of local Council Tax schemes. In addition there are wider economic challenges facing Local Government relating to the increasing costs of providing some services, reductions in investment income and reductions in Revenue Support Grant due to the Government's deficit reduction programme.

To date this Council has responded well to the financial challenges it has faced. Service delivery has been maintained and the Council's financial position strengthened through a flexible and prudent approach that combines a strategy on Council Tax, savings from Partnership working, and thorough budget reviews that scrutinise both costs and income.

A product of this strategy is that a revenue surplus has been achieved over the last few years due to the effect of front-loaded revenue savings creating headroom in the budget. These surpluses have enabled the Council to increase its level of reserves to invest in corporate priorities or address financial risks.

In respect of the new Bournemouth Christchurch and Poole Council it is clear that it will be required to operate in an ongoing challenging financial environment.

Nationally a Council's funding is significantly influenced by the Government's cyclical spending reviews which set out the resources they will allocate to the various Government Departments. Within those broad allocations amounts awarded to individual authorities were previously set out in a four year Local Government Finance Settlement with 2019/20 being the final year. These result in an extremely high level of uncertainty associated with the council's financial planning framework. The Government have announced that the 2019 Spending Review (SR19) will be concluded alongside the 2019 Budget. In all probability this means that it will not be until late October that we begin to see the shape of the resources being made available to local government for 2020/21. In addition the actual Local Government Finance Settlement is not likely to be published before December 2019. Consequently it is unlikely that BCP Council will have any

certainty on a major section of its financial planning framework until between nine and ten weeks before it is required to approve its 2020/21 Budget.

This level of uncertainty is increased as the formulae used for allocating resources from national to local government is being fundamentally reviewed via what is referred to as a "Fair Funding Review". Alongside this the government is considering allowing councils to retain a greater share of their business rates with the expectation that they directly fund more services.

3. FINANCIAL PERFORMANCE 2018/19

The in-year revenue surplus for the 2018/19 financial year was £562k, which represents 1.8% of the Council's £30,713k gross expenditure budget.

The net revenue surplus related, in the main, to:

- Additional car parking income £138k;
- Additional open spaces income £128k;
- Savings from support services salaries £108k;
- Increased income retained from business rates £95k;
- Increased investment income £55k.

The Capital and Revenue Outturn Report 2018/19 reported to Councillors a year end surplus of £562k which differs from the position reported in the financial statements due to generally accepted accounting practice and the rules to which the financial statements must be prepared. The table below reconciles the figures reported to Cabinet with the net expenditure chargeable to the General fund as set out in Note 2 to the Core Financial Statements.

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	Budget	Net Expenditure Chargeable To Gen Fund	Add Depreciation	Adjust Reserve Movement	Investment Property / Finance Lease	Reported To Cabinet 12 June 2019	Budget Variance
Service Area	2018/19	2018/19	2018/19	2018/19	2018/19	2018/19	2018/19
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Growth & Economy	783	965	3	(95)	(51)	822	39
Housing & Health	1,446	1,336	92	45	0	1,473	27
Finance	1,695	1,789	204	(548)	6	1,451	(244)
Community & Leisure	1,967	1,498	1,027	(62)	(384)	2,079	112
Organisational Development	42	29	0	0	0	29	(13)
Legal & Democratic	755	856	13	(118)	0	751	(4)
Property & Engineering	(45)	(320)	339	(162)	(175)	(318)	(273)
Service Expenditure	6,643	6,153	1,678	(940)	(604)	6,287	(356)
Investment Income	(38)	(152)	0	0	59	(93)	(55)
Depreciation Adjustment	(1,610)	0	(1,678)	0	0	(1,678)	(68)
Headroom Cont. To Reserves	487	0	0	487	0	487	0
Net Contribution To Reserves (Inc. Pension Deficit Cont. and Surplus For Year)	847	0	0	889	(8)	881	34
Net Expenditure	6,329	6,001	0	436	(553)	5,884	(445)
Parish Council Precepts	27	27	0	0	0	27	0
Business Rate Income	(2,285)	(1,603)	0	(777)	0	(2,380)	(95)
General Government Grants (Inc. Revenue Support Grant)	0	(1,188)	0	1,166	0	(22)	(22)
Rentals Received on Investment Properties	0	(730)	0	0	730	0	0
Expenses Incurred on Investment Properties	0	200	0	0	(200)	0	0
Minimum Revenue Provision	0	54	0	(54)	0	0	0
Transfer Deferred Cap Receipt	0	(23)	0	0	23	0	0
Capital Expenditure Charged To General Fund	0	1,332	0	(1,332)	0	0	0
Council Tax	(4,071)	(4,071)	0	0	0	(4,071)	0
Internal Reporting (Surplus) / Deficit For Year	0	(1)	0	(561)	0	(562)	(562)

The adjustments are required for the following reasons:

- Depreciation - The Council budgets include depreciation but this is not chargeable to the General Fund (£1,678k).

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- Adjust Reserve Movement - The Council does not include revenue and capital transactions funded from reserves in its revenue budget as they do not impact upon Council Tax, while they are included in the Net Expenditure Chargeable To The General Fund. The following adjustments are therefore necessary to remove reserve transactions included in the Financial Statements. The internal budgeting outturn figure of £562k surplus is also adjusted for so that it is visible for reporting purposes:

Adjustments	Amount £000's	Amount £000's
Adjustments To Service Expenditure:		
Remove Asset Maintenance Costs Funded Reserves	(278)	
Remove Pension Fund Deficit Payment Funded Reserves	(260)	
Remove Net Expenditure Within Services Credited To Reserves	(402)	
Net Adjustment To Service Expenditure		(940)
Adjustments To Reserve Contributions:		
Remove Asset Maintenance Costs Funded Reserves	278	
Remove Net Expenditure Within Services Credited To Reserves	402	
Remove New Homes Bonus Grant Contribution	(389)	
Remove Capital Expenditure Financed Reserve	1,332	
MRP Funded From Reserves	54	
Remove Contribution Relating To Budget Outturn Position 2018/19	(561)	
Remove Pension Fund Deficit Payment Funded Reserves	260	
Net Adjustment To Reserve Contributions		1,376
Adjustments To Minimum Revenue Provision		
MRP Funded From Reserves	(54)	
Total Adjustments To Minimum Revenue Provision		(54)
Adjustments To Business Rate Income:		
Add S31 Grant Included Under General Government Grants	(777)	
Total Adjustments To Business Rate Income:		(777)
Adjustments To Business Rate General Government Grants:		
Remove S31 Grant Included Under General Government Grants	777	
Remove New Homes Bonus Grant Contribution	389	
Total Adjustments To Government Grants		1,166
Adjustments To Capital Expenditure Charged To General Fund:		
Remove Capital Expenditure Charged To General Fund	(1,332)	
Total Adjustments To Cap Exp Charged To General Fund:		(1,332)
Net Reserve Adjustments		(561)

- Investment Property/Finance Lease Adjustment – the net credit to services of £604k is made up from the following items:

Adjustments	Amount £000's
Credit Investment Property Income Back To Services	(845)
Debit Investment Property Expenditure Back To Services	200
Debit Net Finance Lease Cost Back To Services	33
North Dorset Pension Income Taken To Reserves	8
Total Adjustment	(604)

Capital

As at 31 March 2019 the Council had remaining capital commitments of £5,196k. The capital programme is fully funded. The programme for 2018/19 totalled £7,709k but only £3,966k was actually spent. Slippage of £3,754k is carried forward into the next financial year of the new Unitary Council's Capital Programme, a significant proportion of which relates to asset maintenance, the legacy play project and housing.

Useable Reserves

The Council maintained a strong reserves position, comprising earmarked and un-earmarked reserves. These reserves were £9,878k as at 31 March 2019, not including capital receipts and capital grants.

The Council had £2,175k of unallocated reserves as at 31 March 2019.

Value for Money

The Council has been ambitious to grow and sustain the economy of the area, and to translate that growth into better lives for residents. Achieving this vision, against an increasingly difficult financial and economic backdrop, meant that even greater emphasis was placed on changing the way we work to deliver better services and improve value for money. This meant redesigning services to make better use of resources: in essence, 'doing more with less'. The Council had a strong financial standing and a good track record of achieving savings through adopting more efficient ways of providing our services whilst maintaining prudent levels of reserves and maintaining low council tax increases. We had in place a clear framework for decision making. We aimed to maximise resources available and put in place robust processes to ensure that value for money was continually challenged, both in terms of day-to-day service delivery, and broader transformation plans.

4. PERFORMANCE MANAGEMENT

Performance Monitoring

The Partnership has been committed to maintaining and where possible improving the services it delivers and positive outcomes for residents. Progress was measured against corporate plan objectives and also against national and local performance indicators.

The progress made against the Council's Performance indicators were reported to the Joint Audit Committee on a quarterly basis. Where the Joint Audit Committee assesses performance against key areas to be less than the standard expected, then further investigation or remedial action will be required.

People

The Council's workforce has been our most important resource. The key to the delivery of the Council's ambitions is an adaptable, skilled and highly motivated workforce, working flexibly to meet the requirements of our customers and the needs of the business.

In order to meet financial, technological and political pressures for change while maintaining service delivery, the Council implemented a new way of working called Smarter Working. This aims to give staff the tools and technology to enable them to work flexibly from a variety of fit-for-purpose locations in order to meet the needs of customers, achieve financial efficiencies and maintain a good work-life balance.

5. THE STATEMENT OF ACCOUNTS

This document sets out the accounts for the year 2018/19. Although the financial position is regularly monitored and reviewed throughout the year the Statement of Accounts brings together the financial results of all the Council's operations for the whole of the financial year 2018/19.

The accounts have been divided into six sections as detailed below:

Section 1: Statement of Responsibilities. This identifies the roles of the Council and the Responsible Financial Officer and follows this Narrative Report.

Section 2: Core Financial Statements. This section shows the main accounting statements and is made up of:

The Comprehensive Income and Expenditure Statement

The Comprehensive Income and Expenditure Statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices, rather than the amount to be funded from taxation.

Authorities raise taxation to cover expenditure in accordance with regulations; this may be different to the accounting cost. The taxation position is shown in both the Expenditure & Funding Analysis and the Movement in Reserves Statement.

The deficit on the provision of services in the Comprehensive Income and Expenditure Statement is £2,531k.

The Comprehensive Income and Expenditure Statement (CIES) is compiled in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the UK.

The Movement in Reserves Statement

The Movement in Reserves 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 reserves.

The surplus/(deficit) on the provision of services 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 for council tax setting purposes.

The net increase/decrease before transfers to earmarked reserves shows the statutory General Fund balance before any discretionary transfers to or from earmarked reserves undertaken by the Council.

The Balance Sheet

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

Reserves are reported in two categories. The first category of reserves are 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.

The second category of reserves are those that the Council is not able to use to provide services. This category of reserves includes reserves that hold unrealised gains and losses, 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 and funding basis under regulations”*.

The Cash Flow Statement

The Cash Flow Statement shows the changes in cash and cash equivalents of the Council during the reporting period. The statement shows how the Council generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities.

The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the of the Council are funded by way of taxation and grant income or from the recipients of services provided by the Council.

Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute to the Council’s future service delivery.

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

Section 3: The Notes to the Core Financial Statements. The Statement of Accounting Policies explains the basis of the figures used in these accounts and is followed by the Notes to the Core Financial Statements, which provide further details and explanations of the figures making up the core financial statements.

Section 4: The Collection Fund. In this statement billing authorities record the transactions relating to Council Tax and Business Rates.

Section 5: The Annual Governance Statement. This describes the corporate governance of the Council and any known weaknesses in corporate governance.

Section 6: Glossary. The accounts include some technical terms which are explained in the Glossary.

6. MATERIAL ASSETS ACQUIRED AND LIABILITIES INCURRED

There have been no material assets acquired and liabilities incurred.

7. MATERIAL CHARGES AND CREDITS

As part of the regular review of valuations property, plant and equipment was revalued downwards by £499k.

8. SIGNIFICANT CONTINGENCIES, PROVISIONS AND WRITE OFFS

There were no significant contingencies, provisions or write offs.

9. PENSIONS

The Pension Fund deficit has decreased by £222k during the year. This was largely due to the performance of assets during the year. The disclosed Pension Fund deficit of £27,264k includes £436k of increased liability based on the Actuary’s assessment of the potential cost of the McCloud judgement on the Local Government Pension

Scheme. Full disclosure relating to the Council's Pension Fund can be found in Note 29.

10. CHANGES TO ACCOUNTING POLICIES

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

11. CHANGES TO STATUTORY FUNCTIONS

There were no changes to statutory functions which had a significant impact on the accounts.

12. POST BALANCE SHEET EVENTS

There are no events after the balance sheet date that require disclosure within the Statement of Accounts.

13. FURTHER INFORMATION

Further information about the accounts is available from Financial Services, Bournemouth, Christchurch and Poole Council, Town Hall, Bourne Avenue, Bournemouth, BH2 6DY. It is the Council's policy to provide full information to the public about its affairs. Interested members of the public have a statutory right to inspect the accounts before the audit is completed. The Council's accounts for the year ended 31 March 2019 will be placed on deposit from the 3rd June to the 12th July 2019 at the Civic Offices, Bridge Street, Christchurch, Dorset, BH23 1AZ. People who are entitled to vote in the local Council elections may ask the auditor questions about the accounts within the period that the accounts are on deposit. Further details are provided on the Council's website www.bcpccouncil.gov.uk.

Adam Richens FCCA CPFA
Chief Finance Officer and Director of Finance
Bournemouth, Christchurch and Poole Council
31 July 2019

Responsibility for the Statement of Accounts

The Council's Responsibilities

The Council is required to:

- *make arrangements for the proper administration of its financial affairs, and to secure that one of its officers has the responsibility for the administration of those affairs: in this Council, that officer is the Chief Finance Officer.*
- *manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets;*
- *approve the Statement of Accounts.*

I confirm that these accounts were approved by the Audit and Governance Committee as Council minute XX.

Cllr XX

Chairman of the AUDIT AND GOVERNANCE COMMITTEE

The Chief Finance Officer's Responsibilities

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

In preparing this statement of accounts, the Chief Finance Officer has:

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

The Chief Finance Officer has also:

- *kept proper accounting records which are up to date;*
- *taken reasonable steps for the prevention and detection of fraud and other irregularities;*
- *ensured that a proper system of internal control is in place;*
- *provided all accounting records to the Council's auditors and ensured that all transactions undertaken by the Council have been properly reflected and recorded in the accounting records;*
- *provided and made available proper and full information to the Council's auditors.*

The Chief Finance Officer also confirms that:

- *there are no other contingent liabilities other than those that have been properly disclosed and recorded in the financial statements;*
- *there is no significant pending or threatened litigation other than that already disclosed in the financial statements;*

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- *there are no material commitments or contractual issues other than those already disclosed in the financial statements;*
- *there are no other material transactions with related parties, other than those which have been properly recorded and disclosed in the financial statements;*
- *there are no other material transactions relating to losses, financial statements, third party assets and other commitments other than those disclosed in the financial statements;*
- *there are no instances of non-compliance with laws, regulations and codes of practice, likely to have a significant effect on the finance or operation of the Council;*
- *the assets of the Council have not been used as security for loans;*
- *the Council has no plans or intentions that materially affect the existing valuation or classification of assets and liabilities.*

I certify, that I have complied with my responsibilities as set out above and that the accounts present a true and fair view of the financial position of the Council at the accounting date of 31 March 2019, and its income and expenditure, total recognised gains and losses and cash flows for the financial year then ended.

Adam Richens FCCA CPFA
Chief Finance Officer and Director of Finance
Bournemouth, Christchurch and Poole Council
31 July 2019

**The Core
Financial Statements**

Comprehensive Income and Expenditure Statement

2017/18 Gross Expenditure £000's	2017/18 Gross Income £000's	2017/18 Net Expenditure £000's		2018/19 Gross Expenditure £000's	2018/19 Gross Income £000's	2018/19 Net Expenditure £000's	Notes
			Service Expenditure:				
1,724	531	1,193	Growth & Economy	1,565	511	1,054	
1,995	588	1,407	Housing & Health	2,380	813	1,567	
17,071	15,222	1,849	Finance	15,703	13,445	2,258	
5,889	3,006	2,883	Community & Leisure	5,949	3,160	2,789	
27	10	17	Organisational Development	38	9	29	
1,018	238	780	Legal & Democratic	874	1	873	
3,134	3,029	105	Property & Engineering	3,222	3,111	111	
30,858	22,624	8,234	Cost of Services	29,731	21,050	8,681	2
			Other Operating Expenditure:				
0	1	(1)	(Gain)/Loss on the Disposal of Non-Current Assets	2,398	0	2,398	
26	0	26	Parish & Town Council Precepts	27	0	27	
0	0	0	Payment of Housing Capital Receipt to Govt. Pool	0	0	0	
0	0	0	Net Direct Services' Section Surplus/Deficit	0	0	0	
26	1	25		2,425	0	2,425	
			Financing & Investment Income and Expenditure:				
2	126	(124)	Interest & Investment Income	0	152	(152)	
754	0	754	Net Interest on the Net Defined Benefit Liability	686	0	686	29
0	1	(1)	Changes in Fair Value of Investment Properties	0	418	(418)	20
0	632	(632)	Rentals received on Investment Properties	0	730	(730)	
175	0	175	Expenses Incurred on Investment Properties	200	0	200	
931	759	172		886	1,300	(414)	
			Taxation and Non-Specific Grant Income:				
0	3,902	(3,902)	Council Taxpayers	0	4,071	(4,071)	
0	1,407	(1,407)	Non-Domestic Rate Income	0	1,242	(1,242)	
0	1,370	(1,370)	General Government Grants	0	1,188	(1,188)	5
0	996	(996)	Capital Grants & Contributions	0	1,660	(1,660)	5
0	7,675	(7,675)		0	8,161	(8,161)	
31,815	31,059	756	(Surplus)/Deficit on Provision of Services	33,042	30,511	2,531	

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2017/18 Net Expenditure £000's		2018/19 Gross Expenditure £000's	2018/19 Gross Income £000's	2018/19 Net Expenditure £000's	Note
756	(Surplus)/Deficit on Provision of Services	33,042	30,511	2,531	
	Other Comprehensive Income & Expenditure:				
(3,190)	(Surplus)/Deficit on the revaluation of non-current assets			499	25
	Impairment losses charged to the Revaluation Reserve				
(2,442)	Re-measurement of the Net Defined Pension Liability			(1,702)	29
4	Other comprehensive income and expenditure			0	
(5,628)	TOTAL OTHER COMPREHENSIVE (INCOME) & EXPENDITURE			(1,203)	
(4,872)	TOTAL COMPREHENSIVE (INCOME) & EXPENDITURE			1,328	

Movement in Reserves Statement

	Un- earmarked General Fund	Earmarked Reserves General Fund	Total General Fund Balance	Capital Receipts Reserve	Capital Grants Unapplied	Total Usable Reserves	Unusable Reserves	Total Reserves	Note
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Balance at 31 March 2017	970	8,653	9,623	1,332	763	11,718	42,528	54,246	
Surplus/(Deficit) on the provision of services (accounting basis)	(756)	0	(756)	0	0	(756)	0	(756)	
Other Comprehensive Income & Expenditure	0	0	0	0	0	0	5,628	5,628	
Total Comprehensive Income & Expenditure	(756)	0	(756)	0	0	(756)	5,628	4,872	
Adjustments between accounting basis and funding basis under regulations	1,010	0	1,010	(246)	25	789	(789)	0	10
Net Increase/(Decrease) before transfers to earmarked reserves	254	0	254	(246)	25	33	4,839	4,872	
Transfers (to)/from earmarked reserves	(253)	253	0	0	0	0	0	0	27
Increase/ (Decrease) in year	1	253	254	(246)	25	33	4,839	4,872	
Balance at 31 March 2018	971	8,906	9,877	1,086	788	11,751	47,367	59,118	
Surplus/(Deficit) on the provision of services (accounting basis)	(2,531)	0	(2,531)	0	0	(2,531)	0	(2,531)	
Other Comprehensive Income & Expenditure	0	0	0	0	0	0	1,203	1,203	
Total Comprehensive Income & Expenditure	(2,531)	0	(2,531)	0	0	(2,531)	1,203	(1,328)	
Adjustments between accounting basis and funding basis under regulations	2,532	0	2,532	(1,050)	310	1,792	(1,792)	0	10
Net Increase/(Decrease) before transfers to earmarked reserves	1	0	1	(1,050)	310	(739)	(589)	(1,328)	
Transfers (to)/from earmarked reserves	(1)	1	0	0	0	0	0	0	27
Increase/ (Decrease) in year	0	1	1	(1,050)	310	(739)	(589)	(1,328)	
Balance at 31 March 2019	971	8,907	9,878	36	1,098	11,012	46,778	57,790	

Balance Sheet

31 March 2018		31 March 2019	Note
£000's		£000's	£000's
	Non-Current Assets		
59,844	Property, Plant & Equipment:	60,469	13
256	Heritage Assets	252	19
12,979	Investment Property	11,827	20
151	Intangible Fixed Assets	77	11
0	Assets Held for Sale	0	21
1,153	Long-Term Debtors	1,110	32
74,383	Total Long-Term Assets	<u>73,735</u>	
	Current Assets		
1,000	Short Term Investments	0	36
53	Inventories & Work in Progress	60	
2,692	Short Term Debtors	3,708	32
13,840	Cash & Cash Equivalents	13,411	33
0	Assets Held for Sale	155	21
17,585	Total Current Assets	<u>17,334</u>	
91,968	Total Assets	<u>91,069</u>	
	Current Liabilities		
0	Bank Overdraft	0	
0	Short Term Borrowing	0	
(4,865)	Short Term Creditors	(5,496)	34
(498)	Provisions	(517)	31
0	Capital Grants Received In Advance	0	26
(5,363)	Total Current Liabilities	<u>(6,013)</u>	
86,605	Total Assets less Current Liabilities	<u>85,056</u>	
	Long Term Liabilities		
0	Long Term Creditors	0	
0	Long Term Borrowing	0	
0	Capital Grants Received In Advance	0	
(27,486)	Pensions Asset/(Liability)	(27,264)	29
(27,486)	Total Long Term Liabilities	<u>(27,264)</u>	
59,119	Net Assets	<u>57,792</u>	
	Usable Reserves		
	Fund Balances & Reserves		
8,907	- Earmarked Reserves	8,908	27
971	- General Fund Balance	971	27
1,086	Capital Receipts Reserve	36	26
788	Capital Grants Unapplied	1,099	26
11,752		<u>11,014</u>	
	Unusable Reserves		
36,019	Capital Adjustment Account	37,006	24
37,156	Revaluation Reserve	35,775	25
(27,486)	Pensions Reserve	(27,264)	29
1,096	Deferred Capital Receipts	1,040	39
636	Collection Fund Adjustment Account	275	37
(54)	Accumulated Absences Account	(54)	30
59,119	Total Reserves	<u>57,792</u>	

The Audited accounts were issued on 31 July 2019

Cash Flow Statement

2017/18 £000's		2018/19 £000's	Note
6,405	Cash & Cash Equivalents at 1 April	13,840	33
OPERATING ACTIVITIES			
(756)	Surplus/(Deficit) on the Provision of Services	(2,531)	
	Adjustments for non-cash movements:		
1,825	• Depreciation	1,678	
0	• Impairment of assets and downward valuation	0	
(562)	• Increase/(decrease) in creditors	946	
(250)	• (Increase)/decrease in debtors	(1,016)	
6	• (Increase)/decrease in interest debtors	6	
(2)	• (Increase)/decrease in inventories	(7)	
1,477	• Pension liability	1,480	
(217)	• Contribution to/(from) provisions	19	
0	• Carrying amount of non-current assets sold	2,399	
0	• Movement in Investment Property Values	(418)	
2,277	Total adjustments for non-cash movements	5,087	
	Adjustments for items that are investing or financing activities:		
(996)	• Capital grants credited to surplus on provision of services	(1,660)	
0	• Net adjustment from the sale of short and long term investment	0	
(1)	• Proceeds from sale of property, plant and equipment, investment property and intangible assets	(1)	
(126)	• Interest received	(152)	
2	• Interest paid	0	
(1,121)	Total adjustments for investing and financing items	(1,813)	
400	Net Cash (Outflow)/Inflow from Operating Activities	743	
INVESTING ACTIVITIES			
Cash Outflows			
(2,015)	Purchase of non-current assets	(3,709)	
(1,000)	Purchase of short term investments	0	
(6)	Other payments for investing activities	(13)	
Cash Inflows			
60	Proceeds from sale of non-current assets	57	
996	Capital grants received	1,660	
8,126	Proceeds from short term and long term investments	1,152	
0	Other Capital Cash Receipts	0	
2	Other receipts from investing activities	0	
6,163	Net Cash (Outflow)/Inflow from Investing Activities	(853)	
FINANCING ACTIVITIES			
Cash Outflows			
0	Repayments of short term borrowing	0	
0	Payments for the reduction in the finance lease liability	0	
0	Interest paid for finance leases	0	
0	Other receipts from financing activities	0	
Cash Inflows			
872	Council Tax and National Non Domestic Rate adjustments	(315)	
0	Other Cash Inflows From Financing activities	(4)	
872	Net Cash (Outflow)/Inflow from Financing Activities	(319)	
7,435	Net Increase/(Decrease) in Cash & Cash Equivalents	(429)	
13,840	Cash & Cash Equivalents at 31 March	13,411	33

**Notes to the
Core Financial Statements**

Statement of Accounting Policies

1. GENERAL

The Statement of Accounts summarises the Council's transactions for the financial year 2018/19 and its position at 31 March 2019. The Council is required to prepare an Annual Statement of Accounts by the Accounts and Audit Regulations 2015 and the Local Audit and Accountability Act 2014, which require the accounts to be prepared in accordance with proper accounting practices. These practices primarily comprise the *Code of Practice on Local Authority Accounting in the United Kingdom 2018/19* (the Code) issued by CIPFA, supported by International Financial Reporting Standards (IFRS). The guidance notes issued by CIPFA on the application of accounting standards have also been followed unless otherwise stated.

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

The financial information in this Statement, including the techniques used for estimation, has been prepared after taking into account its relevance, reliability, comparability, understandability and materiality. All material transactions have been disclosed and the accounts include relevant accruals.

The Council will cease to exist from 1 April 2019 and its services will transfer to a new authority, Bournemouth, Christchurch and Poole Council. Transfers of services under combinations of public sector bodies (such as local government reorganisation) do not negate the presumption that the financial statements shall be prepared on a going concern basis. Therefore the accounts have been prepared on a going concern basis.

Local authorities derive their powers from statute and their financial and accounting framework is closely controlled by primary and secondary legislation. Therefore where specific legislative requirements and accounting principles conflict, legislative requirements are applied.

2. CHANGES TO ACCOUNTING POLICIES

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

3. PRIOR PERIOD ADJUSTMENTS

Prior period adjustments may arise as a result of a change in accounting policies or to correct a material error. They are retrospective and so require the comparative figures for the previous accounting period to be restated.

Details of prior period adjustments made are disclosed in Note 1 to the Financial Statements.

4. PRIOR PERIOD ERRORS

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

5. JUDGEMENTS MADE BY MANAGEMENT

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

- There is a high degree of uncertainty about future levels of funding for local government. However, the Council has determined that this uncertainty is not yet sufficient to provide an indication that the assets of the Council might be impaired as a result of a need to close facilities and reduce levels of service provision.
- Where an item of Property, Plant or Equipment has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately. When considering the componentisation of assets, a de-minimis level of £300,000 has been applied. Assets whose value, not including land, are below this level are not considered for componentisation on the grounds of materiality. When considering assets that are above the de-minimis level for componentisation, the Council defines components that are 20% or more of the total value of the asset as significant components.

6. CHANGES TO ACCOUNTING ESTIMATES

Changes in accounting estimates are accounted for prospectively, i.e. in the current and future years affected by the change and do not give rise to a prior period adjustment.

7. ASSUMPTIONS MADE ABOUT THE FUTURE AND OTHER MAJOR SOURCES OF ESTIMATION UNCERTAINTY

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

The items in the Council's Balance Sheet at 31 March 2019 for which there is a significant risk of material adjustment in the forthcoming financial year are set out below.

Pension Fund estimates are based on the latest actuarial valuation of the Dorset County Council pension fund completed as at 31 March 2016 and updated to 31 March 2019 by a qualified independent actuary, Barnett Waddingham LLP. Their approach is disclosed in more detail in the notes below.

- *Pensions – Liabilities: valued on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels etc.*
- *Pensions – Roll Forward Approach: In order to assess the value of the employer's liabilities as at 31 March 2019, the actuary has rolled forward*

the value of the employer's liabilities reported as at the latest formal valuation, allowing for the different financial assumptions required under IAS 19. In calculating the asset share, the actuary has rolled forward the assets allowing for investment returns (estimated where necessary), the effect of contributions paid into, and estimated benefits paid from, the Fund by and in respect of the employer and its employees. It is not possible to assess the accuracy of the estimated liability as at 31 March 2019 without conducting a full valuation. However the actuary is satisfied that the approach of rolling forward the previous valuation data to 31 March 2019 should not introduce any material distortions in the results, provided that the actual experience of the employer and the Fund has been broadly in line with the underlying assumptions, and that the structure of the liabilities is substantially the same as at the latest formal valuation. The actuary is satisfied that this approach is appropriate.

- *Pensions – Service Cost: The projected unit method has been used to calculate the service cost.*
- *Pensions – Demographic and Statistical Assumptions: the actuary has adopted a set of demographic assumptions that are consistent with those used for the formal funding valuation as at 31 March 2016. It has also been assumed that in future members will exchange half of their commutable pension for cash at retirement and that members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche retirement age. It is assumed that the proportion of the membership that had taken up the option to pay 50% of contributions for 50% of benefits at the previous valuation date will remain the same.*
- *Pensions – Financial Assumptions: These are set out in Note 29 to the Core Financial Statements.*
- *Pensions – Asset Valuation: The return on the Fund (on a bid value to bid value basis) for the year to 31 March 2019 is estimated to be 5%.*
- *Pensions – Expected Return on Assets: For accounting years beginning after 1 January 2013, the expected return and the interest cost has been replaced with a single net interest cost, which effectively sets the expected return equal to the discount rate.*
- *Pensions – Discount Rate: In estimating the Council's future cashflows the actuary has assumed a past service liability duration of 17 years. The estimated cashflows are used to derive a Single Equivalent Discount Rate. The discount rate derived is such that the net present value of notional cashflows, discounted at this single rate, equates to the net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve (where the spot curve is assumed to be flat beyond the 30 year point).*
- *Pensions - RPI & CPI Increase: The RPI increase assumption is set using a Single Equivalent Inflation Rate approach, using notional cashflows as described above. The single inflation rate derived is that which gives the same net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve, as applying the Bank of England implied inflation curve. The Merrill Lynch AA rated corporate bond yield spot curve is assumed to be flat beyond the 30 year point and the Bank of England implied inflation spot curve is assumed to be flat beyond the 40 year point.*

- *As future pension increases are expected to be based on the Consumer Prices Index (CPI) rather than RPI, the actuary has made a further assumption that CPI will be 1% per annum below RPI, i.e. 2.45%.*
- *Pensions - Salary Increases: Salary increases are assumed to be 1.5% above CPI in addition to a promotional scale.*

Provisions for bad debts are estimated based on the age of the debt and the likelihood of recovery. The following estimates have been made:

- *At 31 March 2019 the Council had a balance of £1,623,085 in unpaid sundry debts (£1,352,429 31 March 2018). A review of these debts suggested that an impairment of £329,027 was appropriate (£236,541 31 March 2018). If collection rates were to deteriorate then this provision would be insufficient to meet the liability, resulting in a reduction in income in future years*
- *At 31 March 2019 the Council was recovering £1,004,623 in overpaid housing benefit (£1,038,016 31 March 2018). A review of these debts suggested that an impairment of £994,577 was appropriate (£986,115 31 March 2018). If collection rates were to deteriorate then this provision would be insufficient to meet the liability, resulting in a reduction in benefit subsidy*

Housing Benefit Subsidy income has been estimated on the basis of an unaudited draft final claim. The audit may reveal errors in the compilation of the claim which could result in the subsidy being materially increased or reduced.

The Business Rate Retention Scheme has been in operation from 1 April 2013. Previously the Council acted purely as an agent collecting business rates on behalf of Central Government. Now the Council is exposed to risks and rewards associated with growth or decline in the business rate baseline of the Borough. A provision has been set up to cover the cost of current and backdated business rate appeals by rate payers, of which Christchurch Borough Council's share is £418,876 (£400,000 31 March 2018). If total successful appeals exceed this amount it would result in a reduction in business rate income for the Council.

The distribution of the balance relating to Council Tax on the Collection Fund is estimated based on the relative precepts of the authorities paid from the fund.

The distribution of the balance relating to National Non Domestic Rates on the Collection Fund is calculated according to income sharing percentages set by the Government under the Business Rate Retention Scheme.

Fair Value measurements for the Council's Investment Assets cannot be measured based on quoted prices in active markets (Level 1). They are instead measured at Level 2 using experts to identify relevant valuation techniques to determine fair value. Level 2 inputs are those that are observable for the asset, either directly or indirectly. The inputs used took the form of analysed and weighted market evidence such as sales, rentals and yields in respect of comparable properties in the same or similar locations at or around the valuation date. Changes in the assumptions used could affect the fair value of the authority's assets and liabilities. More information on the valuation of Investment Assets using Fair Value can be found in Note 20.

Local Government Reorganisation – Dorset

Legislation has been passed through both Houses of Parliament for the reorganisation of all nine Dorset authorities to allow the creation of two new Unitary authorities, Bournemouth Christchurch & Poole, and Dorset Council to

service the whole of Dorset. Christchurch Borough Council will cease to exist as an entity from the 31 March 2019 and its services and functions, assets and liabilities will transfer to the new Bournemouth Christchurch & Poole Council on 1 April 2019.

8. INTANGIBLE ASSETS

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

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

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

9. PROPERTY, PLANT AND EQUIPMENT

Assets that have physical substance and are held for use in the production 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. The Council uses a de-minimis value of £10,000 for property, £1,000 for plant and equipment and £500 for computer equipment, under which assets are not required to be capitalised.

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

Measurement: assets are initially measured at cost, comprising:

- the purchase price
- any costs attributable to bringing the asset to the location and the condition necessary for it to be capable of operating in the manner intended by management.

Assets are then carried in the balance sheet using the following measurement bases:

- *Infrastructure assets and community assets and assets under construction: depreciated historical cost.*
- *Surplus assets: current value at fair value, measured for their economic benefits in accordance with IFRS13. Fair Value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date.*
- *All other assets: current value, determined as the amount that would be paid for the asset in its existing use.*

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

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

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 Comprehensive Income and Expenditure Statement where they arise from the reversal of a loss previously charged to a service.

Where decreases in value are identified they are accounted for as follows:

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

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

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

Where impairment losses are identified they are accounted for as follows:

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

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

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

Depreciation is calculated according to the following policy:

- *Dwellings and other buildings - depreciation is calculated using the straight-line method.*
- *Newly acquired assets are depreciated from the following year, although assets in the course of construction are not depreciated until they are brought into use.*
- *Vehicles, plant, furniture and equipment – depreciation is calculated using the straight-line method.*
- *Infrastructure – straight-line allocation over 10-25 years depending on the class of asset.*
- *Depreciation periods are disclosed in Note 14 to the Core financial Statements.*

Where an item of Property, Plant or Equipment has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately. Components are judged to be significant if they account for 20% or more of the value of the asset. Assets valued below the £300,000 de-minimis (excluding land) set by the Council are not considered for componentisation on the grounds of materiality.

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 Operating Expenditure line in the Comprehensive Income and Expenditure Statement. Gains in fair value are recognised only up to the amount of any previous losses recognised in the Surplus or Deficit on 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 Assets Held for Sale) and their recoverable amount at the date of the decision not to sell.

Assets that are abandoned or scrapped are not reclassified as Assets Held for Sale.

When an 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 are credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on 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. The balance of receipts is required to be credited to the Capital Receipts Reserve and can then only be used for new capital investment or set aside to reduce the Council's underlying need to borrow (the capital financing requirement). Receipts are appropriated to the Reserve from the General Fund Balance in the Movement on Reserves Statement.

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

10. HERITAGE ASSETS

Heritage assets are a distinct class of asset that are reported separately from property, plant and equipment and from intangible assets. The financial statements are produced in accordance with FRS102, Heritage Assets. Heritage assets can be tangible or intangible assets and are defined as assets with historical, artistic, scientific, technological, geophysical or environmental qualities and which are held and maintained principally for their contribution to knowledge and culture. The historical, environmental and cultural associations of such assets make their preservation for future generations important. Assets that are not held principally for their contribution to knowledge and culture fall outside the scope of Heritage Assets and instead will be classed as operational assets.

Heritage assets can be classified as either operational or non-operational Heritage Assets. Operational Heritage Assets, in addition to being held for their heritage characteristics, are also used by the authority to provide other services or for other activities. Operational Heritage Assets are required to be valued in the same way as other assets of that general type and are classified in the Balance Sheet as Property, Plant and Equipment.

The Code requires non-operational Heritage Assets to be recognised in the Balance Sheet where information exists on the cost or value of the asset. Where the cost of obtaining information relating to the value of the asset outweighs the benefits of the information to users of the financial statements, the assets are not recognised in the Balance Sheet, although they are disclosed in the Notes to the Financial Statements.

Heritage Assets are normally carried at valuation in the Balance Sheet, except where no market exists and so valuation is not practicable, when historical cost is used, or where no information is available and the cost of obtaining the information is prohibitive. Where valuations are carried out the Code allows them to be made by any method that is appropriate and relevant, with no prescribed period between valuations.

Where the revaluation of heritage assets produces gains or losses, these are accounted for in the same way as property, plant and equipment, with adjustments being made in the Revaluation Reserve where appropriate, as described in Note 9 above.

Depreciation is charged on Heritage Assets that do not have indefinite lives, using the straight line method over the asset's useful life.

Impairment reviews of Heritage Assets are only required where there is evidence of impairment, for example an asset has suffered physical deterioration or breakage. Any relevant impairments are accounted for in the same way as impairments to property, plant and equipment, as described in Note 9 above.

The full disclosures relating to the Council's Heritage Assets can be found in Note 19 to the Financial Statements.

After consideration the Authority has determined that Highcliffe Castle, Place Mill, the Civic Regalia and the Bailey Bridge fall within the classification of Heritage Assets. Bailey Bridge is of de minimus value and therefore is not included in the Balance Sheet.

Highcliffe Castle was previously classified as an Operational Asset. It is now an operational Heritage Asset because as well as its heritage value it is used to generate income from weddings and corporate functions. It is therefore required to be valued at least every five years. It was last valued as at 31 March 2019 on a depreciated replacement cost basis.

Place Mill was last valued as at 31 March 2015 on a depreciated replacement cost basis.

11. INVESTMENT PROPERTIES

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

Investment properties are measured initially at cost and subsequently at fair value under IFRS 13, based on the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. Investment properties are measured in this way at "highest and best use" for the asset, provided this use is legally and physically possible and financially feasible. Properties are not depreciated but are revalued annually according to market conditions at the year end. Gains and losses on revaluation are posted to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement. The same treatment is applied to gains and losses on disposal.

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

12. 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 fixed assets during the year:

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

The Council is not required to raise Council Tax to fund depreciation, revaluation and impairment losses or amortisations. These charges are therefore replaced by the contribution in the General Fund Balance by way of an adjusting transaction with the Capital Adjustment Account in the Movement in Reserves Statement for the difference between the two.

However, the Council is required to make an annual contribution from revenue towards the reduction in its overall borrowing requirement calculated on a prudent basis determined by the authority in accordance with statutory guidance. Depreciation, revaluation and impairment losses are therefore replaced by the contribution in the General Fund Balance (Minimum Revenue Provision).

13. REVENUE EXPENDITURE FUNDED FROM CAPITAL UNDER STATUTE

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

14. LEASES

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to the ownership of the property, plant and 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 building 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 the assets.

The Council as a 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 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 property, plant and equipment, which is applied to write down the lease liability; and
- a finance charge (debited to the Finance and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement).

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

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

Operating Leases: Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the service benefiting from the 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 the payments.

The Council as a Lessor

Finance Leases: Where the authority grants a lease over a property or an item of plant or equipment, the relevant asset is written out of the balance sheet as a disposal. At the commencement of the lease, the carrying amount of the asset in the Balance Sheet (whether property, plant, 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 gains or loss on disposal. A gain, representing the Authority's net investment in the lease, is credited to the same line in the Comprehensive Income and Expenditure Statement also as part of the gain or loss on the 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 leased asset is to be settled by the payment of rentals in future 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 (as operating leases the income would have stayed within the General Fund). Government legislation allows the Council to mitigate this loss against the General Fund, providing the leases were in existence at 31st March 2010, by a further entry through the Movement in Reserves Statement posting out of the Capital Receipts Reserve back to the General Fund.

The written-off value of disposals is not a charge against the 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 term of the lease, even if this does not match the pattern of payments. Initial direct costs incurred in negotiating and arranging the lease are added to the carrying amount of the relevant assets and charged as an expense over the lease term on the same basis as the rental income.

15. GOVERNMENT GRANTS AND CONTRIBUTIONS AND DONATED ASSETS

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 that 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 acquired using the grant or contribution are required to be consumed by the recipient as specified, or future economic benefits or service potential must be returned to the transferor.

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

Where capital grants are credited to the Comprehensive Income and Expenditure Statement they are reversed out of the General Fund Balance in the Movement in Reserves Statement. Where the grant has yet to be used to finance capital expenditure it is posted to the Capital Grants Unapplied Reserve. When 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.

16. ACCRUALS OF INCOME AND EXPENDITURE

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

- *Revenue from goods or the provision of services is recognised when the goods or services are transferred to the service recipient in accordance with the performance obligations in the contract.*
- *Supplies are recorded as expenditure when they are consumed – where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet;*
- *Expenses in relation to services received (including services provided by employees) are recorded as expenditure when the services are received rather than when payments are made;*
- *Interest receivable on investments and payable on borrowing 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 for 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.*
- *Council Tax income included in the Taxation and Non Specific Grant Income line in the Comprehensive Income and Expenditure Statement is the accrued income for the year. This is calculated by taking the demand on the Collection Fund plus the Authority's share of the carry forward surplus/deficit on the Collection Fund at the year end. This amount is then adjusted for the Authority's share of the surplus/deficit from the previous year that has not been distributed or recovered in the current year. The difference between the income included in the Taxation and Non Specific Grant Income line in the Comprehensive Income and Expenditure Statement and the amount required by Regulation to be charged to the Collection Fund is taken to the Collection Fund Adjustment Account and included as a reconciling item in the General Fund in the Movement in Reserves Statement.*
- *Non Domestic Rate income included in the Taxation and Non Specific Grant Income line in the Comprehensive Income and Expenditure Statement is the accrued income for the year. This is calculated by taking the demand on the Collection Fund plus the Authority's share of the carry forward surplus/deficit on the Collection Fund at the year end. This amount is then adjusted for the Authority's share of the surplus/deficit from the previous year that has not been distributed or recovered in the current year. The difference between the income included in the Taxation and Non Specific Grant Income line in the Comprehensive Income and Expenditure Statement and the amount required by Regulation to be charged to the Collection Fund is taken to the Collection Fund Adjustment Account and included as a reconciling item in the General Fund in the Movement in Reserves Statement.*

17. CASH AND CASH EQUIVALENTS

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in no more than 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 flow management.

18. RESERVES

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

Certain reserves are kept to manage the accounting processes for non-current assets and retirement and employee benefits and do not represent usable resources for the Council. The purpose of the Council's earmarked reserves is explained in Note 27 to the Core Financial Statements.

19. PROVISIONS

Provisions are made where an event has taken place that gives the Council a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential and a reliable estimate can be made of the amount of the obligation. Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the Council becomes aware of the obligation, and measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year. Where it becomes less than probable that a transfer of economic benefits will not now be required (or a lower settlement than anticipated is made) the provision is reversed and credited back to the relevant service.

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

20. CONTINGENT LIABILITIES

A contingent liability arises where an event has taken place that gives the Council a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Council. Contingent liabilities also arise in circumstances where a provision would

otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably.

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

21. CONTINGENT ASSETS

A contingent asset arises where an event has taken place that gives the Council a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within control of the Council.

Contingent assets are not recognised in the Balance Sheet but are disclosed in a note to the accounts where it is probable that there will be an inflow of economic benefits or service potential.

22. OVERHEADS and SUPPORT SERVICES

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

The total absorption costing principle is used – the full cost of overheads and support services is shared between users in proportion to the benefits received.

The bases of allocation used for the main costs of management and administration are outlined below:

Cost	Basis of Allocation
• All Central Departments	<i>Estimate of time spent by staff</i>
• Civic, Members & Related Expenses	<i>Charged to Democratic Representation and Management Service</i>
• Administrative Buildings	<i>Area occupied</i>
• I. C.T. Services	<i>Estimate of time spent and actual use</i>

23. EMPLOYEE BENEFITS

Benefits Payable During Employment: Short-term employee benefits are those due to be settled within 12 months of the year end. They include such benefits as salaries, paid annual leave and paid sick leave, bonuses and non-monetary benefits for current employees and are recognised as an expense for services in the year in which employees render service to the Council. An accrual is made for the cost of holiday entitlements (or any form of leave, e.g. time of in lieu) 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 salary rates applicable in the following accounting year, being the period in which the employee takes the benefit. The accrual is charged to Surplus or Deficit on the Provision of Services but then reversed out through the Movement in Reserves Statement so that holiday benefits are charged to revenue in the financial year in which the holiday absence occurs.

Termination Benefits: Termination benefits are amounts payable as a result of a decision by the Council to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy and are charged on an accruals basis to the relevant service line in the Comprehensive

Income and Expenditure Statement at the earlier of when the authority can no longer withdraw the offer of those benefits or when the authority recognises costs for a restructuring.

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

Post-Employment Benefits: Employees of the Council are members of the Local Government Pension Scheme administered by Dorset County Council, which is accounted for as a defined benefit scheme:

- The liabilities of the Dorset County Council pension scheme attributable to the Council are included in the Balance Sheet on an actuarial basis using the projected unit method (an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, etc, and projections of earnings for current employees).
- Liabilities are discounted to their value at current prices, using a discount rate of 2.40% (based on the indicative rate of return on high quality corporate bonds).
- The assets of the Dorset County Council pension fund attributable to the Council are included in the Balance Sheet at their fair value.

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

Service Cost, comprising:

- current service cost – the increase in liabilities as a result of years of service earned this year and allocated in the Comprehensive Income and Expenditure Statement to the revenue accounts of services for which the employees worked.
- past service cost – the increase in liabilities arising from current year decisions whose effect relates to years of service earned in earlier years and 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 – ie net interest expense for the authority – the change during the period in the net defined benefit liability 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 at the beginning of the period – taking into account any changes in the net defined benefit liability 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 – 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 and charged to the Pensions Reserve as Other Comprehensive Income and Expenditure.

Contributions Paid, comprising:

- contributions paid to the Dorset County Council 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 on Reserves Statement this means that there are appropriations to and from the Pensions Reserve to remove the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and pensioners and any 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 earned by employees.

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

24. VAT

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

25. 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 carried at their amortised cost. Annual charges to the Financing and Investment Income and Expenditure line in the Comprehensive Income and Expenditure Statement for interest payable are based on the carrying amount of the liability multiplied by the effective rate of interest for the instrument. The effective interest rate is the rate that exactly discounts estimated future cash payments over the life of the instrument to the amount at which it was originally recognised.

26. FINANCIAL ASSETS

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

- Amortised cost
- Fair value through profit or loss
- Fair value through other comprehensive income

The Council's business model is to hold investments to collect contractual cash flows and therefore all financial assets are classified as amortised cost.

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

The authority recognises expected credit losses on all of its financial assets held at amortised cost. The Council takes the simplified approach for trade receivables and lease receivables, where impairment losses are based on lifetime expected credit losses, removing the need to consider changes in credit risk since initial recognition and the possibility that the appropriate measure should be the 12-month expected credit losses. Financial assets held with the government are not considered for impairment.

Impairment losses are calculated to reflect the expectation that the future cash flows might not take place because the debtor could default on their obligations.

The Council does not have any financial assets categorised as fair value through profit or loss, or fair value through other comprehensive income

27. INVENTORIES AND LONG TERM CONTRACTS

Inventories are included in the Balance Sheet at the lower of cost or net realisable value. The cost of inventories is assigned using the first-in-first-out costing formula.

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

28. GROUP ACCOUNTS

The Code requires local authorities to consider all their interests and to prepare a full set of group financial statements where they have material interests in subsidiaries, associates or joint ventures. The financial statements would include:

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

- notes to the group accounts

In order to assess whether this authority has interests relevant to group accounts, consideration has been given to involvement with companies, partnerships, voluntary organisations and other public bodies to determine whether:

- the authority has a formal interest in a body which gives it access to economic benefits or service potential and that the body is an identifiable entity carrying on a trade or business of its own.
- the interest constitutes control over the majority of equity capital or voting rights or over rights to appoint the majority of the governing body or the interest involves it exercising, or having the right to exercise, dominant influence over the entity, such that the entity is classified as a subsidiary of the authority.
- if the authority does not have control, whether its interests involve it being able to exercise a significant influence over the entity without support from other participants, such that the entity is classified as an associate of the authority.
- if the authority does not have control, whether its interest allows it to direct the operating and financial policies in conjunction and with the consent of the other participants in the entity, such that the entity is classified as a joint venture for the authority.

Consideration has been given to the relationship with all potential entities and the following disclosures have been made:

- Interests in other entities as shown in Note 8 to the Core Financial Statements.

There are no entities where the Council's interest is such that it would give rise to the requirement to prepare group accounts.

This position is reviewed and updated on an annual basis.

29. JOINTLY CONTROLLED OPERATIONS AND JOINTLY CONTROLLED ASSETS

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

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

30. EVENTS AFTER THE BALANCE SHEET 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. Two types of event can be identified:

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

Events taking place after the date of authorisation for issue are not reflected in the Statement of Accounts. Note 41 to the Financial Statements discloses relevant post balance sheet events for the year of account.

The Unaudited Statement of Accounts was authorised for issue by the Chief Finance Officer on 31 May 2019.

31. ACCOUNTING STANDARDS THAT HAVE BEEN ISSUED BUT HAVE NOT YET BEEN ADOPTED

The Council is required to disclose information relating to the impact of changes in accounting practice on the financial statements that will occur as a result of the adoption by the Code of a new standard that has been issued, but is not yet required to be adopted by the Council. The following standards have been issued but not yet adopted:

- Amendments to IAS 40 Investment Property: Transfer of Investment Property
- Annual improvements to IFRS Standards 2014-16 Cycle
- IFRIC 22 Foreign Currency Transactions and Advance Consideration
- IFRIC 23 Uncertainty over Income Tax Treatments
- Amendments to IFRS 9 Financial Instruments: Prepayment Features with Negative Compensation

The Authority does not anticipate that the above amendments will have a material impact on the information provided in local authority financial statements, i.e. there is unlikely to be a change to the reported information in the reported net cost of services or the Surplus or Deficit on the Provision of Services.

Notes to the Core Financial Statements

1. PRIOR PERIOD ADJUSTMENTS

There have not been any prior period adjustments required to the 2017/18 comparative figures.

2. EXPENDITURE AND FUNDING ANALYSIS

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

2017/18	2017/18	2017/18		2018/19	2018/19	2018/19	Note
Net Expenditure Chargeable To General Fund £000's	Adjustments Between Funding And Accounting Basis £000's	Net Expenditure In The CIES £000's		Net Expenditure Chargeable To General Fund £000's	Adjustments Between Funding And Accounting Basis £000's	Net Expenditure In The CIES £000's	
			Service Expenditure				
1,112	(81)	1,193	Growth & Economy	965	(89)	1,054	
1,207	(200)	1,407	Housing & Health	1,336	(231)	1,567	
1,358	(491)	1,849	Finance	1,789	(469)	2,258	
1,592	(1,291)	2,883	Community & Leisure	1,498	(1,291)	2,789	
17	0	17	Organisational Development	29	0	29	
763	(17)	780	Legal & Democratic	856	(17)	873	
(371)	(476)	105	Property & Engineering	(320)	(431)	111	
5,678	(2,556)	8,234	Net Cost Of Services	6,153	(2,528)	8,681	
			Other Income & Expenditure:				
0	1	(1)	(Gain)/Loss Disposal Non - Current Assets	0	(2,398)	2,398	
26	0	26	Parish & Town Precepts	27	0	27	
(124)	0	(124)	Interest & Investment Income	(152)	0	(152)	
0	(754)	754	Net Interest Net Defined Benefit Liability	0	(686)	686	
0	0	0	Pension Deficit Contribution			0	
0	1	(1)	Changes in Fair Value of Investment Properties	0	418	(418)	
(632)	0	(632)	Rentals Received on Investment Properties	(730)	0	(730)	
175	0	175	Expenses Incurred on Investment Properties	200	0	200	
(3,903)	(1)	(3,902)	Council Tax Income	(4,071)	0	(4,071)	
(850)	557	(1,407)	Non Domestic Rate Income	(1,603)	(361)	(1,242)	
(1,370)	0	(1,370)	General Government Grants	(1,188)	0	(1,188)	
0	996	(996)	Capital Grants & Contributions	0	1,660	(1,660)	
769	769	0	Min Revenue Provision	54	54	0	
(22)	(22)	0	Capital Expenditure Charged To General Fund	1,332	1,332	0	
			Transfer of Deferred Capital Receipts	(23)	(23)	0	
(253)	(1,009)	756	(Surplus)/Deficit on Provision of Services	(1)	(2,532)	2,531	10
(9,624)			Opening General Fund Balance	(9,877)			
(253)			(Surplus) / Deficit For The Year	(1)			

Christchurch Borough Council Statement of Accounts 2018/19 - Audited

2017/18	2017/18	2017/18		2018/19	2018/19	2018/19	Note
Net Expenditure Chargeable To General Fund £000's	Adjustments Between Funding And Accounting Basis £000's	Net Expenditure In The CIES £000's		Net Expenditure Chargeable To General Fund £000's	Adjustments Between Funding And Accounting Basis £000's	Net Expenditure In The CIES £000's	
(9,877)			Closing Total General Fund Balance	(9,878)			
			Total General Fund Balance Made Up From:				
(971)			Un-earmarked Reserves General Fund	(971)			27
(8,906)			Earmarked Reserves General Fund	(8,907)			27
(9,877)			Total General Fund Balance	(9,878)			

NOTE 2.1 ADJUSTMENTS BETWEEN FUNDING AND ACCOUNTING BASIS

Adjustments between Funding and Accounting Basis 2017/18				
Adjustments From General Fund To Arrive At CIES	Adjustments For Capital Purposes (Note 1)	Net Change For Pensions Adjustments (Note 2)	Other Differences (Note 3)	Total Adjustments
	£000's	£000's	£000's	£000's
Service Area				
Growth & Economy	(8)	(73)	0	(81)
Housing & Health	(72)	(128)	0	(200)
Finance	(248)	(243)	0	(491)
Community & Leisure	(1,103)	(188)	0	(1,291)
Organisational Development	0	0	0	0
Legal & Democratic	(13)	(4)	0	(17)
Property & Engineering	(389)	(87)	0	(476)
Cost of Services	(1,833)	(723)	0	(2,556)
Other Income & Expenditure				
(Gain) / Loss Disposal Non Current Assets	1	0	0	1
Net Interest Net Defined Benefit Liability	0	(754)	0	(754)
Pension Deficit Contribution	0	0	0	0
Changes in Fair Value of Investment Properties	1	0	0	1
Capital Expenditure Charged Against General Fund	769	0	0	769
Council Tax Income	0	0	(1)	(1)
Non Domestic Rate Income	0	0	557	557
Capital Grants	996	0	0	996
Transfer of Deferred Capital Receipts	(22)	0	0	(22)
Difference Between General Fund (Surplus) / Deficit And CIES (Surplus) / Deficit On Provision Of Services	(88)	(1,477)	556	(1,009)

Christchurch Borough Council Statement of Accounts 2018/19 - Audited

Adjustments between Funding and Accounting Basis 2018/19				
Adjustments From General Fund To Arrive At CIES	Adjustments For Capital Purposes (Note 1)	Net Change For Pensions Adjustments (Note 2)	Other Differences (Note 3)	Total Adjustments
	£000's	£000's	£000's	£000's
Service Area				
Growth & Economy	(4)	(85)	0	(89)
Housing & Health	(92)	(139)	0	(231)
Finance	(204)	(265)	0	(469)
Community & Leisure	(1,083)	(208)	0	(1,291)
Organisational Development	0	0	0	0
Legal & Democratic	(13)	(4)	0	(17)
Property & Engineering	(339)	(92)	0	(431)
Cost of Services	(1,735)	(793)	0	(2,528)
Other Income & Expenditure				
(Gain) / Loss Disposal Non Current Assets	(2,398)			(2,398)
Net Interest Net Defined Benefit Liability		(686)		(686)
Changes in Fair Value of Investment Properties	418			418
Capital Expenditure Charged Against General Fund	1,332			1,332
Council Tax Income				0
Non Domestic Rate Income			(361)	(361)
Capital Grants	1,660			1,660
Transfer of Deferred Capital Receipts			(23)	(23)
Minimum Repayment Of Debt	54			54
Difference Between General Fund (Surplus) / Deficit And CIES (Surplus) / Deficit On Provision Of Services	(669)	(1,479)	(384)	(2,532)

NOTE 1 Adjustments for Capital Purposes

Adjustments for Capital Purposes – this column includes depreciation and impairment and revaluation gains and losses in service lines, and for:

Other Operating Expenditure – adjusts for capital disposals with a transfer of income on disposal of assets and the amounts written off for those assets.

Financing and Investment Income and Expenditure - the statutory charges for capital financing (i.e. Minimum Revenue Provision) and other revenue contributions are deducted from other income and expenditure as these are not chargeable under generally accepted accounting practices.

Taxation and Non-Specific Grant Income and Expenditure – capital grants are adjusted for income not chargeable under generally accepted accounting practices. Revenue grants are adjusted from those receivable in the year to those receivable without conditions or for which conditions were satisfied throughout the year.

NOTE 2 Net Change for Pensions Adjustments

Net change for the removal of pension contributions and the addition of IAS19 Employee Benefits pension related expenditure and income:

For **Services** – this represents the removal of the employer pension contributions made by the authority as allowed by statute and the replacement with current service costs and past service costs.

For **Financing and Investment Income and Expenditure** – the net interest on the defined liability is charged to the CIES.

NOTE 3 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 **Services** there is an adjustment for the amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration payable in the year in accordance with statutory requirements.

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 Non Domestic Rates that was projected to be received at the start of the year and the income recognised under generally accepted accounting practices in the Code. This is a timing difference as any difference will be brought forward in future Surpluses or Deficits on the Collection Fund.

NOTE 2.2 SEGMENTAL INCOME

	2017/18 Income From Services £000's	2018/19 Income From Services £000's
Service Area		
Growth & Economy	409	471
Housing & Health	438	480
Finance	15,119	13,327
Community & Leisure	3,146	3,507
Organisational Development	2	9
Legal & Democratic	27	1
Property & Engineering	3,366	3,493
Total Segmental Income	22,507	21,288

NOTE 2.3 SEGMENTAL DEPRECIATION

	201718 Depreciation Charged £000's	2018/19 Depreciation Charged £000's
Service Area		
Growth & Economy	8	3
Housing & Health	72	92
Finance	248	204
Community & Leisure	1,099	1,028
Organisational Development	0	0
Legal & Democratic	13	13
Property & Engineering	389	339
Total Segmental Income	1,829	1,679

3. EXPENDITURE AND INCOME ANALYSED BY NATURE

2017/18		2018/19
£000's		£000's
	Expenditure:	
5,911	Employee Related Benefits	6,136
20,025	Other Services Expenses	18,699
3,847	Support Services Recharges	3,903
1,829	Depreciation, Amortisation, Impairment	1,679
0	Loss On Disposal Fixed Assets	2,398
2	Interest Payments	0
26	Precepts & Levies	27
175	Expenditure Incurred on Investment Properties	200
31,815	Total Expenditure	33,042
	Income:	
(7,873)	Fees, Charges & Other Service Income	(8,164)
(126)	Interest & Investment Income	(152)
(1)	Gain On Disposal Of Assets	0
(1)	Changes in Fair Value of Investment Properties	(418)
(632)	Rentals Received on Investment Properties	(730)
(996)	Capital Grants	(498)
(5,309)	Income From Council Tax & Non Domestic Rates	(5,313)
(16,121)	Government Grants & Contributions	(15,236)
(31,059)	Total Income	(30,511)
756	(Surplus) / Deficit On The Provision Of Services	2,531

Included within the Council's income from fees and charges of £8,164k (£7,873k 2017/18) are the following amounts derived from contracts with service recipients as defined by IFRS 15.

2017/18		2018/19
£000's	Income From Contracts With Service Recipients	£000's
2,979	Car Parks	3,027
942	Miscellaneous Items	1,193
1,021	Leisure Centres	1,059
933	Beach Huts	957
281	Highcliffe Castle	328
241	Development Management	320
233	Beaches & Harbour	194
6,630	Total Income From Contracts With Service Recipients	7,078

At the balance sheet date the Council had £303k (£238k 2017/18) included in the balance sheet as receivables that relate to contracts with service recipients.

Material volumes of income that relate to contracts with service recipients relate to car park charges, leisure centre fees & charges and beach huts licence fees. The performance obligation relating to car parks and leisure centres are fulfilled when the payment is made and so there are no performance obligations unsatisfied at the balance sheet date. Beach hut licences are billed yearly for an annual licence, and so again there are no performance obligations unsatisfied at the balance sheet date.

4. BUILDING CONTROL

The Building (Local Authority Charges) Regulations 1998 require the disclosure of information regarding the setting of charges for the administration of the Building Control function. The Council is required to set its own charges for Building Regulation application work, so as to recover its costs over any consecutive three-year period.

The costs and income relevant to the Building Control function are shown in the Comprehensive Income and Expenditure Statement in the cost of services. In 2018/19, this service cost £118,120 and attracted income of £102,309, resulting in a deficit of £15,811 (2017/18 £9,669 surplus). The service has made a surplus of £25,891 over the last three years of operation.

Certain activities performed by the Building Control Section cannot be charged for. The statement below shows the total cost of operating the Building Control Section divided between the chargeable and non-chargeable activities.

Chargeable Building Control	Building Regulations Charging Account	Chargeable Building Control	Non-Chargeable Building Control	Total Building Control
2017/18		2018/19	2018/19	2018/19
£000's		£000's	£000's	£000's
Expenditure				
109	Employees Expenses	118	40	158
3	Supplies and Services	0	0	0
112	Total Expenditure	118	40	158
Income				
(121)	Building Regulation Fees	(102)	0	(102)
(121)	Total Income	(102)	0	(102)
(9)	(Surplus)/Deficit for Year	16	40	56

5. GENERAL GOVERNMENT GRANTS

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

Christchurch Borough Council Statement of Accounts 2018/19 - Audited

2017/18 £000's		2018/19 £000's
	Credited to Taxation & Non Specific Grant Income – Revenue	
662	New Homes Bonus Grant	388
538	Small Business Rate Relief Grant	693
65	Business Rates Discretionary Scheme Relief	31
54	Transition Funding	0
32	Business Rates 2% Inflation Cap	45
8	Revenue Support Grant	0
6	Business Rates Pub Relief	7
6	Council Tax Discount for Family Annexes	7
1	Business Rates Supporting Small Business Relief	1
1	Small Business Rate Relief – Second Property	0
0	Business Rates Levy Account Surplus Redistribution	15
(2)	Business Rates Retail Relief	0
1,371		1,187
	Credited to Taxation & Non Specific Grant Income – Capital	
762	Heritage Lottery Fund	1,162
158	Non-Government Capital Grants	498
76	Coast Protection Works Grant	0
996		1,660
	Credited to Services – Revenue	
13,956	Housing Benefit Subsidy	12,205
194	Housing Benefit Administration Grants	178
56	Flexible Homelessness Support	114
83	Discretionary Housing Payment	77
74	NNDR Administration Grant	75
48	Disabled Facility Grant Direct Funding	57
15	New Burdens – Universal Credit	31
30	New Burdens –Custom Build	30
0	New Burdens Verify Earnings	17
0	New Burdens LA EU Exit Preparation	17
8	DWP Data Requirement Grant	16
1	New Burdens – Welfare Reforms	13
20	New Burdens – Preventing Homelessness	10
0	LA Park Improvement	10
0	New Burdens – Property Search	10
0	National Community clean Up	9
8	Transparency Grant	8
6	New Burdens – Brownfield Register	4
0	New Burdens Self Employed	4
0	New Burdens Lettings Agency	1
1	New Burdens – Single Fraud Service	1
3	Universal Support	0
3	New Burdens Benefit Cap	0
1	Lettings Agency Transparency & Redress Scheme	0
4	Housing Benefit Real Time Information Referral	0
12	Fraud Error Reduction Incentive Scheme	0
6	New Burdens - DHP Administration	0
12	New Burdens Business Rate Relief	0
209	Elections Funding	0
14,750		12,887

6. MEMBERS' ALLOWANCES

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

2017/18		2018/19	
£000's		£000's	
0	Salaries	0	
136	Allowances	136	
6	Expenses	6	
142		142	

7. EXECUTIVE REMUNERATION

During 2018/19 the number of employees whose remuneration exceeded £50,000 (including benefits in kind, but excluding pension contributions) was as follows:

2017/18		Total Remuneration	2018/19	
Employees			Employees	
1	Between	£95,001 and £100,000	1	
1	Between	£90,001 and £95,000	2	
1	Between	£85,001 and £90,000	0	
0	Between	£80,001 and £85,000	0	
0	Between	£75,001 and £80,000	0	
0	Between	£70,001 and £75,000	1	
1	Between	£65,001 and £70,000	1	
1	Between	£60,001 and £65,000	0	
0	Between	£55,001 and £60,000	0	
2	Between	£50,000 and £55,000	3	

The following sums were paid to Senior Employees whose salary was between £50,000 and £150,000. A Senior Employee is any person having responsibility for the management of the Council, to the extent that the person has the power to direct or control the major activities of the Council, in particular activities involving the expenditure of money, whether solely or collectively with other persons.

		Salary	Bonuses	Expenses Allowance	Compensation for loss of employment	Other Payments	Pension Contributions	Total
		£	£	£	£	£	£	£
Strategic Director – Growth and Economy	2017/18	92,829	0	0	0	3,372	14,110	110,311
	2018/19	94,686	0	0	0	0	14,392	109,078
Strategic Director – Finance	2017/18	92,829	0	0	0	1,487	14,110	108,426
	2018/19	94,686	0	0	0	1,252	14,392	110,330
Strategic Director - Community & Organisational Development	2017/18	85,231	0	0	0	578	12,955	98,764
	2018/19	91,530	0	0	0	0	13,913	105,443
Head of Community and Leisure	2017/18	68,673	0	0	0	290	10,438	79,401
	2018/19	70,046	0	0	0	0	10,647	80,693
Head of Planning and Building Control Services (from 1 June 2017)	2017/18	51,505	0	0	0	216	7,829	59,550
	2018/19	65,377	0	0	0	0	9,937	75,314

The sums shown above for Senior Employees of the Council relate to the shared Corporate Management Team which serve the Council's partnership with East Dorset District Council.

All of the sums shown above are shared 50:50 between Christchurch Borough Council and East Dorset District Council.

Christchurch Borough Council also shares 50% of the costs of other senior employees who are employed by East Dorset District Council where they form part of the shared Senior Management Team. The costs borne by Christchurch Borough Council for these shared posts for the 2018/19 financial year were as follows:

- Chief Executive: £68,923 (£71,879 in 2017/18)
- Head of Property and Engineering (to 31 March 2018): £0 (£79,746 in 2017/18)

EXIT PACKAGES

The Council recognises the cost of exit packages for employees when it is demonstrably committed to making them. The costs of exit packages include redundancy costs, pension contributions in respect of added years, ex gratia payments and other departure costs.

The numbers of exit packages and total costs in bands of £20,000 are set out in the table below:

Exit Package Cost Band	Number Of Compulsory Redundancies		Number Of Other Departures Agreed		Total Number Of Exit Packages		Total Cost Of Exit Packages £000's	
	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19
£0 - £20,000	1	1	0	0	1	1	10	6
£20,001 - £40,000	0	1	0	0	0	1	0	30
£40,001 - £60,000	0	0	0	0	0	0	0	0
£60,001 - £80,000	0	0	0	0	0	0	0	0
£80,001 - £100,000	0	0	0	0	0	0	0	0
Total	1	2	0	0	1	2	10	36

8. RELATED PARTY TRANSACTIONS

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

The UK Government has significant influence over the general operations of the Council – it is responsible for providing the legislative framework within which the Council operates, provides substantial funding in the form of grants and prescribes

the terms of many of the transactions that the Council has with other parties (e.g. Council Tax bills, housing benefits). These grants are disclosed in Note 5.

Members of the Council have direct control over the Council's financial and operating policies. Members have interests in the following bodies where the following material transactions arose during the year:

Payments	£000's
Red House Museum Joint Management Committee	50
(Councillors N Geary and Mrs D Jones are members of the Committee)	
Regent Centre	28
(Councillor P Hall is the Christchurch Borough Council representative)	
Citizens Advice Bureau	65
(Councillor Mrs PF Jamieson is the Christchurch Borough Council representative)	
Christchurch Harbour Association	2
(Hon Freeman Councillor J Lofts and Councillor Mrs Phipps are the Christchurch Borough Council representatives)	

Amounts due to and from related parties are included within the balances disclosed in Notes 32 and 34. A register of members' interests is maintained and is open to public inspection.

Members of the senior management team are also considered to have the potential to control or influence the Council. These employees complete individual declarations of interest. There were no related party transactions between the Council and entities in which the senior management team have interests for 2018/19.

The Council also has relationships with:

- Dorset Police and Crime Commissioner and Dorset & Wiltshire Fire & Rescue Authority (as major precepting authorities) as disclosed in the Collection Fund.
- Dorset County Council (as a major precepting authority and administrator of the Dorset County Council Pension Fund) as disclosed in Note 29 and the Collection Fund.

These parties do not constitute related parties as defined by the Code.

Stour Valley Internal Audit Partnership

Included in the Council's Income and Expenditure Account are the costs and income from the Stour Valley Internal Audit Partnership. This partnership provides full internal audit services for Christchurch Borough Council and East Dorset District Council. East Dorset District Council hosts the Internal Audit Partnership. The costs of the Internal Audit Partnership are split in relation to the number of days allocated to each authority in the audit plan. The table below shows the costs included in the Comprehensive Income and Expenditure Statement for the partnership.

2017/18 £000's		2018/19 £000's
68	Employee Costs	85
29	Supplies & Services	26
3	Central Administration and Accommodation	5
100	Total Costs of the Partnership	116
(51)	Costs Borne By East Dorset	(59)
49	Net Cost to Christchurch Borough Council	57

Stour Valley and Poole Revenues and Benefits Partnership

Included in the Council's Income and Expenditure Account are the Council's share of costs relating to the Stour Valley and Poole Revenues and Benefits Partnership. This partnership formed on 1 January 2015 and administers Council Tax and business rates collection and the award of housing and Council Tax benefit for Christchurch Borough Council, East Dorset District Council, North Dorset District Council and Poole Borough Council. Poole Borough Council host the service, employing all the staff and charge the other partners their share of costs. Prior to this the Stour Valley Partnership provided these services for Christchurch, East Dorset and North Dorset and was hosted by East Dorset. Costs of the Stour Valley and Poole Partnership are split 49% to Poole and 51% to the original Stour Valley Partnership members, who further share this element of the cost on the 36:32:32 basis. Christchurch's share of £876k has been charged to the Income and Expenditure Account.

Shared Management Team

From 1 January 2011 Christchurch Borough Council and East Dorset District Council established a shared management team, the cost of which is split equally between the councils. These officers have the ability to influence both authorities and the relationships between them, although both councils retain their democratic independence. The officers concerned and the payments for their remuneration are disclosed in Note 7. The total cost of the shared service to Christchurch Borough Council was £443,016.

Shared Services

During 2015/16 Christchurch Borough Council and East Dorset District Council completed their joint working reorganisation. Cost sharing arrangements are set up in each review relevant to the service area being shared.

Dorset Waste Partnership

On 1 April 2011 Christchurch entered a partnership arrangement with Dorset County Council, East Dorset District Council, Purbeck District Council and North Dorset District Council to form the Dorset Waste Partnership (DWP). On the 1 April 2013 West Dorset District Council and Weymouth & Portland Borough Council joined the DWP. The partnership is a jointly controlled operation with a DWP Joint Committee which comprises Elected Members from each authority. In addition, there is a Management Board of officers from each authority and the DWP.

Dorset County Council hosts the DWP and on 1 April 2011 the Council's fleet of waste and recycling vehicles were transferred to the County Council, along with

the associated finance lease liabilities associated with them. The income and expenditure budgets relating to waste, recycling and street cleaning have largely been transferred to the DWP, and replaced by a payment from Christchurch to the DWP for these services. For 2018/19 Christchurch paid the DWP £1,315,070 in service costs. These costs are included within the Comprehensive Income and Expenditure Statement under Property & Engineering Services.

9. AUDITOR REMUNERATION

The Council was audited by Grant Thornton UK LLP. The Council was due to pay £42,266 for audit services relating to, and other work carried out in, 2018/19 (£49,671 in 2017/18) as shown below.

2017/18		2018/19
£000's		£000's
42	Fees payable to auditors appointed by Public Sector Audit Appointments with regard to external audit services carried out by the appointed auditor under the Public Sector Audit Appointments' Code of Practice.	32
8	Fees payable to auditors appointed by Public Sector Audit Appointments for the certification of grant claims and returns by the appointed auditor.	0
0	Fees payable in respect of other services provided by the appointed auditor.	10
50	Total	42

10. ADJUSTMENTS BETWEEN ACCOUNTING BASIS AND FUNDING BASIS UNDER REGULATIONS

The Comprehensive Income and Expenditure Statement does not include certain adjustments required by statute or non-statutory proper practices but are required to be charged to the General Fund. It is the General Fund Balance, rather than the Comprehensive Income and Expenditure Statement, which shows the impact of the Council operations on the council tax payer. These adjustments are shown in the Movement in Reserves Statement in the line "*Adjustments between accounting basis and funding basis under regulations*" and are analysed in the table below.

2017/18

	General Fund Balance £000's	Capital Receipts Reserve £000's	Capital Grants Unapplied Account £000's	Movement in Unusable Reserves £000's
Adjustments To Revenue Resources				
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(2,535)			2,535
Employer's pensions contributions and direct payments to pensioners payable in the year	1,058			(1,058)
Amount by which council tax and non-domestic rating income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rating income calculated for the year in accordance with statutory requirements	556			(556)
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	0			0
Capital Grants and Contributions Applied	0			0
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	996		(996)	
Revenue expenditure funded from capital under statute	(5)			5
Charges for depreciation and impairment of non-current assets	(1,740)			1,740
Amortisation of intangible assets	(89)			89
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	0			0
Movements in the market value of Investment Properties	1			(1)
Total Adjustments To Revenue Resources	(1,758)	0	(996)	2,754
Adjustments between Revenue and Capital Resources				
Capital expenditure financed from revenue balances	770			(770)
Transfer of non-current asset sale proceeds from revenue to the capital receipts reserve	1	(1)		
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	0			0
Total Adjustments between Revenue and Capital Resources	771	(1)	0	(770)

2017/18

	General Fund Balance £000's	Capital Receipts Reserve £000's	Capital Grants Unapplied Account £000's	Movement in Unusable Reserves £000's
Adjustments To Capital Resources				
Application of grants to capital financing transferred to the Capital Adjustment Account			971	(971)
Use of the Capital Receipts Reserve to finance new capital expenditure		280		(280)
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	(22)	(33)		55
Total Adjustments to Capital Resources	(22)	247	971	(1,196)
Total Adjustments	(1,009)	246	(25)	788

2018/19

	General Fund Balance £000's	Capital Receipts Reserve £000's	Capital Grants Unapplied Account £000's	Movement in Unusable Reserves £000's
Adjustments To Revenue Resources				
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement	(2,606)			2,606
Employer's pensions contributions and direct payments to pensioners payable in the year	1,126			(1,126)
Amount by which council tax and non-domestic rating income credited to the Comprehensive Income and Expenditure Statement is different from council tax and non-domestic rating income calculated for the year in accordance with statutory requirements	(360)			360
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	0			0
Capital Grants and Contributions Applied	0			0
Capital grants and contributions unapplied credited to the Comprehensive Income and Expenditure Statement	1,660		(1,660)	
Revenue expenditure funded from capital under statute	(56)			56

2018/19

	General Fund Balance £000's	Capital Receipts Reserve £000's	Capital Grants Unapplied Account £000's	Movement in Unusable Reserves £000's
Charges for depreciation and impairment of non-current assets	(1,600)			1,600
Amortisation of intangible assets	(78)			78
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	(2,399)			2,399
Movements in the market value of Investment Properties	418			(418)
Total Adjustments To Revenue Resources	(3,895)	0	(1,660)	5,555
Adjustments between Revenue and Capital Resources				
Provision for the repayment of debt	54			(54)
Capital expenditure financed from revenue balances	1,332			(1,332)
Transfer of non-current asset sale proceeds from revenue to the capital receipts reserve	1	(1)		
Transfer of deferred sale proceeds credited as part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	0			0
Total Adjustments between Revenue and Capital Resources	1,387	(1)	0	(1,386)
Adjustments To Capital Resources				
Application of grants to capital financing transferred to the Capital Adjustment Account			1,350	(1,350)
Use of the Capital Receipts Reserve to finance new capital expenditure		1,084		(1,084)
Transfer from Deferred Capital Receipts Reserve upon receipt of cash	(23)	(33)		56
Total Adjustments to Capital Resources	(23)	1,051	1,350	(2,378)
Total Adjustments	(2,531)	1,050	(310)	1,791

11. INTANGIBLE ASSETS

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

Intangible assets comprise software licenses and are amortised to service accounts on a straight-line basis from the year of acquisition over a three year period which represents their economic lives. The amortisation of £78,331 charged

to revenue in 2018/19 (£89,276 in 2016/17) was charged to the relevant cost centre in the Net Expenditure of Services. It is not possible to quantify exactly how much amortisation is attributable to each service heading.

2017/18 £000's		2018/19 £000's
696	Original cost	735
(495)	Amortisations to 1 April	(584)
201	Balance as at 1 April	151
39	Expenditure in year	4
(89)	Written off to revenue in year	(78)
151	Balance as at 31 March	77
	Comprising:	
735	Gross Carrying Amounts	739
(584)	Accumulated amortisation	(662)
151		77

12. NON-CURRENT ASSETS

All of the Council's assets relate to the General Fund. Fixed assets owned by the Council as at 31 March 2019 include the following:

Property Plant & Equipment

This category of assets includes:

Land & Buildings

Houses	3	Off-street Car Parks	20
Leisure/Recreation/Community Centres	7	Public Conveniences	11
Municipal Buildings	1	Castle	1
Cemetery	1	Depot	2

The Council also has multiple other miscellaneous corporate properties.

Vehicles, Plant & Equipment

Included in this category of assets are vehicles, items of play equipment, recycling bins, sports equipment, computer equipment and printing equipment.

Infrastructure Assets

These include in the main coast protection works.

Community Assets

These include land at Stanpit Rec, Chewton Bunny and Chewton Gateway and Convent Walk Wall.

13. PROPERTY, PLANT & EQUIPMENT

£000	Land & Buildings	Vehicles Plant & Equipment	Infrastructure Assets	Community Assets	Assets Under Construction	Surplus Assets	Total 2017/18 £000's
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Cost or Valuation as at 1 April 2017	54,002	4,246	9,212	484	0	0	67,944
Additions	918	646	412				1,976
Donations							0
Revaluations recognised in the Revaluation Reserve	2,311						2,311
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services							0
Derecognition - Disposals							0
Derecognition – Other		(121)					(121)
Assets Reclassified (to)/from Held For Sale							0
Other Movements in Cost or Valuation	(12)						(12)
Cost or Valuation as at 31 March 2018	57,219	4,771	9,624	484	0	0	72,098
Accumulated Depreciation & Impairments as at 1 April 2017	(1,247)	(3,142)	(7,043)	(99)	0	0	(11,531)
Depreciation Charge for 2017/18	(1,020)	(332)	(350)	(34)			(1,736)
Depreciation written out to the Revaluation Reserve	879						879
Depreciation written out to the Surplus/Deficit on the Provision of Services							0
Impairment losses/(reversals) recognised in the Revaluation Reserve							0
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services							0
De-recognition - Disposals							0
De-recognition – Other		121					121
Other Movements in Deprecation & Impairment	12						12
Accumulated Depreciation & Impairments as at 31 March 2018	(1,376)	(3,353)	(7,393)	(133)	0	0	(12,255)
Net Book Value as at 31 March 2018	55,843	1,418	2,231	351	0	0	59,843
Net Book Value as at 1 April 2017	52,755	1,104	2,169	385	0	0	56,413

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	RESTATED Land & Buildings	Vehicles Plant & Equipment	Infrastructure Assets	Community Assets	Assets Under Construction	Surplus Assets	Total 2018/19 £000's
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Cost or Valuation as at 1 April 2018	57,219	4,771	9,624	484	0	0	72,098
Additions	2,459	336	904	6			3,705
Donations							
Revaluations recognised in the Revaluation Reserve	(1,512)						(1,512)
Revaluation increases/(decreases) recognised in the Surplus/Deficit on the Provision of Services							
Derecognition - Disposals	(863)						(863)
Derecognition – Other	(155)	(108)					(263)
Assets Reclassified (to)/from Held For Sale							
Other Movements in Cost or Valuation							
Cost or Valuation as at 31 March 2019	57,148	4,999	10,528	490	0	0	73,165
Accumulated Depreciation & Impairments as at 1 April 2018	(1,376)	(3,353)	(7,393)	(133)	0	0	(12,255)
Depreciation Charge for 2018/19	(951)	(334)	(277)	(34)			(1,596)
Depreciation written out to the Revaluation Reserve	1,013						1,013
Depreciation written out to the Surplus/Deficit on the Provision of Services							
Impairment losses/(reversals) recognised in the Revaluation Reserve							
Impairment losses/(reversals) recognised in the Surplus/Deficit on the Provision of Services							
Derecognition - Disposals	34						34
Derecognition – Other		108					108
Other Movements in Depreciation & Impairment							
Accumulated Depreciation & Impairments as at 31 March 2019	(1,280)	(3,579)	(7,670)	(167)	0	0	(12,696)
Net Book Value as at 31 March 2019	55,868	1,420	2,858	323	0	0	60,469
Net Book Value as at 1 April 2018	55,843	1,418	2,231	351	0	0	59,843

14. DEPRECIATION & AMORTISATION

For 2018/19, depreciation of £1.678m (£1.829m in 2017/18) was charged using the straight-line method, and based on the following assumed useful lives of assets:

- *Land and Buildings – finite life for buildings given by the valuer for each individual property, and no depreciation applied to land;*
- *Vehicles, Plant and Equipment – generally 6 years for equipment and 5 years for vehicles;*
- *Infrastructure – 20 years;*
- *Community Assets – usually 10 years if appropriate, although most Community Assets relate to land and so are not depreciated;*
- *Intangible Assets – 3 years.*

All depreciation is applied from the year following purchase and on the straight line method.

15. IMPAIRMENT LOSSES

Downward valuations of £2,038,162 (£110,460 in 2017/18) are included in the asset values as at 31 March 2019. These are based on formal valuations of the Council's assets by the District Valuer.

The largest single downwards revaluation relates to Highcliffe Castle (£1,656,682) due to a variation in estimation technique between 2017/18 and 2018/18, the former valuation being based on direct rebuild cost and the latter based on facsimile replacement.

There are no other impairments being carried for assets in the balance sheet.

16. CAPITAL EXPENDITURE

2017/18 £000's		2018/19 £000's
55	Opening Capital Financing Requirement	55
	Capital Investment	
39	Intangible Assets	4
0	Heritage Assets	0
1,977	Property Plant & Equipment	3,705
0	Investment Properties	0
5	Revenue expenditure funded from capital under statute	56
0	Long Term Grants	0
2,021	Total Capital Investment	3,765
	Sources of Finance	
(280)	Usable Capital Receipts	(1,084)
(971)	Capital Grants and Contributions	(1,350)
(770)	Revenue Funds	(1,331)
0	Minimum Revenue Provision	(55)
(2,021)	Total Capital Financing	(3,820)
55	Closing Capital Financing Requirement	(0)

Explanation Of Movements In Year		
0	Increase In Underlying Need to Borrow (Unsupported)	0
0	Assets Acquired Under Finance Leases	0
	Minimum Revenue Provision	(55)
0	Increase/(Decrease) In Capital Financing Requirement	(55)

17. CAPITAL COMMITMENTS

As at 31 March 2019, the Council had the following contractual capital commitments:

- Highcliffe Castle repairs and conservation (£597k)
- Highcliffe Zig Zag rebuild (£330k)
- Legacy Play Scheme (£925k)
- Car Park Reconfiguration Works (£98k)
- Leisure Centre Access Road and Car Parks (£199k)
- Saxon Square Toilet Refurbishment (£94k)

18. ASSET VALUATION

The Council valued all of its assets with effect 1 April 2009. This was carried out by external valuers Goadsby by David Waters BSc (Hons) MRICS and Adam Tovey BEng (Hons) MRICS, and internally by Philip Marston BSc (Hons) MRICS on the bases shown in Note 9 to the Statement of Accounting Policies.

Non-property assets where the cost of acquisition exceeds £15,000 are also included within the Council's Asset Register and are shown at cost less depreciation.

The value of the Council's assets is reviewed regularly by a third party, the District Valuer, as part of a rolling programme of revaluation over a five year period.

In addition, impairment reviews are also carried out at the year end to ensure that assets are not carried in the balance sheet at more than their recoverable amount. Assets are reviewed by the Property, Engineering & Car Parks Manager, Projects & Estates Manager, Financial Services Manager and Group Accountant to identify whether any indications exist that an asset may be impaired at the balance sheet date. If there are no indications of impairment no further work is required. If there is evidence of impairment then a formal revaluation of the asset may be required. There were no indications of impairment as at 31 March 2019.

The basis of valuation is set out in Note 9 to the Statement of Accounting Policies. Valuations as at 1 April 2018 were prepared by S R Carter (BA (Hons) BSc MRICS).

	Land & Buildings	Vehicles Plant & Equipment	Total
	£000's	£000's	£000's
Valued at historical cost	424	1,420	1,844
Valued at current value in:			
2015/16	2,298	0	2,298
2016/17	7,560	0	7,560
2017/18	5,089	0	5,089
2018/19	40,497	0	40,497
Total	55,868	1,420	57,288

19. HERITAGE ASSETS

Reconciliation of the carrying value of Heritage Assets held by the Authority.

	Place Mill £000's	Civic Regalia £000's	Total £000's
Cost or Valuation			
1 April 2017	158	106	264
Additions	0	0	0
Disposals	0	0	0
Revaluations	0	0	0
Cost Or Valuation 31 March 2018	<u>158</u>	<u>106</u>	<u>264</u>
Accumulated Depreciation 1 April 2017	(4)	0	(4)
Depreciation Written Out To Revaluation Reserve	0	0	0
Depreciation Charge For 2017/18	(4)	0	(4)
Accumulated Depreciation 31 March 2018	<u>(8)</u>	<u>0</u>	<u>(8)</u>
Net Book Value 31 March 2018	<u>150</u>	<u>106</u>	<u>256</u>
Cost or Valuation			
1 April 2018	158	106	264
Additions	0	0	0
Disposals	0	0	0
Revaluations	0	0	0
Cost Or Valuation 31 March 2019	<u>158</u>	<u>106</u>	<u>264</u>
Accumulated Depreciation 1 April 2018	(8)	0	(8)
Depreciation Written Out To Revaluation Reserve	0	0	0
Depreciation Charge For 2018/19	(4)	0	(4)
Accumulated Depreciation 31 March 2019	<u>(12)</u>	<u>0</u>	<u>(12)</u>
Net Book Value 31 March 2019	<u>146</u>	<u>106</u>	<u>252</u>

In addition to Place Mill, the Council also owns Highcliffe Castle. Highcliffe Castle is classed as an operational Heritage Asset because although it is maintained principally for its contribution to knowledge and culture it also generates service income. As such it is subject to the same rolling programme of valuations as are

required for other operational land and building assets. Due to its classification as an operational Heritage Asset it is included within Land & Buildings in the Balance Sheet.

The Civic Regalia comprises various items including a silver mace and a gold Chain of Office and Badge of Office worn by the Mayor when acting as a representative of the Council at public events.

20. INVESTMENT PROPERTIES

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, other than those disclosed in Note 17.

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

2017/18	2018/19
£000's	£000's
12,978	12,979
Balance at start of year	
Additions:	
0 Purchases	0
0 Construction	0
0 Subsequent Expenditure	0
0 Disposals	(1,570)
1 Net Gains/(losses) from fair value adjustments	418
Transfers:	
0 To/from Inventories	0
0 To/from Property , Plant & Equipment	0
0 Other changes	0
12,979	11,827
Balance at end of year	

The Code requires that Investment Assets are measured at Fair Value under IFRS 13, Fair Value Measurement. The fair value of Investment Assets is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. The approach to fair value measurement looks at the highest and best use for an asset, i.e. a market value based measurement, rather than the reasons why the Council may hold an asset.

The Council's Investment Assets have been valued as at 31 March 2019 as part of the rolling programme of asset valuations by the District Valuer, SR Carter (BA (Hons) BSc MRICS). The valuation technique applied in respect of the Fair Value figures is the market value approach. This approach uses prices and other relevant information generated by market transactions involving identical or comparable assets.

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The inputs to this technique constitute Level 2 inputs. Level 2 inputs are those that are observable for the asset, either directly or indirectly. The inputs used took the form of analysed and weighted market evidence such as sales, rentals and yields in respect of comparable properties in the same or similar locations at or around the valuation date.

The Fair Value hierarchy as shown below.

Fair Value Hierarchy – Valuation Techniques	
Level 1	Quoted prices in active markets for identical items
Level 2	Other inputs observable for the item
Level 3	Unobservable inputs

The total gross book value, revaluation, disposals and carrying amount for Investment Assets is disclosed above. The table below lists the individual assets within the Investment Asset category and details their carrying amount and basis of valuation as at 31 March 2019.

Asset	Carrying Value 31.3.18 £000	Carrying Value 31.3.19 £000	Hierarchy Level	Basis Of Valuation
Greenhouse Roeshot Hill	2,000	430*	Level 2	Market value
Quomps Boat Store	183	183	Level 2	Market value
Quomps Old Mill Tea Rooms	375	400	Level 2	Market value
Avon Beach Cafe Car Park /Beach Concession Mudeford	395	395	Level 2	Market value land apportionment
Cliffhanger Café	402	390	Level 2	Market value
Friars Cliff Cafe	145	145	Level 2	Market value
Mudeford Quay Fish stall-land	74	70	Level 2	Market value land apportionment
Mudeford Quay Haven House Inn	1,950	1,950	Level 2	Market value
Mudeford Quay Highcliffe Sailing Club HQ + Supp Lease	260	275	Level 2	Market value
Stony Lane South - East Dorset Bowls Club	122	122	Level 2	Market value land apportionment
St Catherines Hill Vodaphone	36	24	Level 2	Market value land and building apportionment
St Catherines Hill Mercury & BTCR	310	100	Level 2	Market value land and building apportionment
The Boathouse Quay Road	1,000	1,000	Level 2	Market value
Castle Street No 11 (Perfumery) Christchurch Lease	233	265	Level 2	Market value
Saxon Square Christchurch Lease to Sun Life Of Canada	1,380	1,380	Level 2	Market value
Saxon Sq Christchurch Lease to Former Sainsburys	10	10	Level 2	Market value
Jellicoe Drive - Shop	110	113	Level 2	Market value
Airfield Industrial Park	3,994	4,575	Level 2	Market value
Total Investment Assets	12,979	11,827		

* A significant proportion of this asset was transferred to the newly established Highcliffe and Walford Neighbourhood Council on 31 March 2019.

21. ASSETS HELD FOR SALE

Assets held for sale are defined as assets that the Council has plans to dispose of, are available for sale in their current condition, are being actively marketed at a reasonable price in relation to its fair value, and where the sale is likely to take place within one year.

The Council classified one asset as held for sale as at 31 March 2019.

2017/18	2018/19
£000's	£000's
0 Balance at start of year	0
Assets newly classified as held for sale:	
0 Property, Plant and Equipment	155
0 Balance at end of year	155

22. LEASES**The Council as a Lessee – Finance Leases**

The Council has acquired no finance leases during 2018/19 and has not acquired any assets under finance leases in previous years.

The Council as a Lessee – Operating Leases

The Council leases in small items of office equipment such as water coolers and photocopiers under operating leases but these are not material to the financial statements.

The Council leases in land from third parties. This is mainly used for car parking and the provision of open spaces.

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

	31.3.18	31.3.19
	£000's	£000's
Not later than one year	71	71
Later than one year but not later than five years	219	182
Later than five years	179	145
Total	469	398

The expenditure charged to the Comprehensive Income and Expenditure Statement during the year in relation to these leases is as follows:

	Minimum Lease Payments		Contingent		Total	
	2017/18	2018/19	2017/18	2018/19	2017/18	2018/19
	£000's	£000's	£000's	£000's	£000's	£000's
Community & Leisure	18	18	8	0	26	18
Organisational Development	33	33	0	0	33	33
Legal & Democratic	0	0	0	0	0	0
Property & Engineering	38	38	12	16	50	54
Investment Properties	0	0	2	2	2	2
	89	89	22	18	111	107

The Council as a Lessor – Finance Leases

The Authority has leased out buildings on finance leases at the following sites: Avon Beach Café with a remaining term of 14 years, Mudeford Quay Fish Stall with a remaining term of 2 years, Iford Bowling Club with a remaining term of 7 years, East Dorset Indoor Bowls Club with a remaining term of 7 years, Stanpit Sea Scouts with a remaining term of 8 years, Beach House Café with a remaining life of 9 years and Vodaphone Mast Site with a remaining life of 11 years.

The Authority has a gross investment in the leases, made up of the minimum lease payments expected to be received over the remaining term and the residual value anticipated for the properties when the leases come to an end. The minimum lease payments comprise settlement of the long term debtor for the interest in the property acquired by the lessee and finance income that will be earned by the Authority in future years whilst the debtor remains outstanding. The gross investment in all the properties is made up of the following amounts.

	31 March 2018 £000's	31 March 2019 £000's
Finance lease debtor (net present value of minimum lease payments)	907	851
Current	56	58
Non- Current	851	793
Unearned Finance Income	350	316
Less Unguaranteed residual value of property	(161)	(161)
Gross Investment in the Lease	1,096	1,006

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

	Gross Investment in the Lease		Minimum Lease Payments	
	31 March 2018 £000's	31 March 2019 £000's	31 March 2018 £000's	31 March 2019 £000's
Not later than one year	90	90	56	58
Later than one year and not later than five years	349	340	233	231
Later than five years	657	576	456	401
	1,096	1,006	745	690

There is a possibility that worsening financial circumstances might result in lease payments not being made, but the Authority does not currently put aside an allowance for uncollectible amounts.

The minimum lease payments do not include rents that are contingent on events taking place after the leases were entered into such as adjustments following rent reviews. In 2018/19 £25,077 of contingent rents were receivable (£25,077 2017/18).

The Council as a Lessor – Operating Leases

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

- To gain rental income from its investment properties
- For economic development purposes to provide suitable affordable accommodation for local businesses.
- To provide leisure facilities for public use

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

	31 March 2018 £000's	31 March 2019 £000's
Not later than one year	399	448
Later than one year but not later than five years	1,384	1,514
Later than five years	14,457	21,945
Total	16,240	23,907

The income credited to the Comprehensive Income and Expenditure Statement during the year in relation to the minimum lease payments was £448,080 (£398,728 in 2017/18).

The minimum lease payments receivable do not include rents that are contingent on events taking place after the lease was entered into, such as adjustments following rent reviews and excess rent based on turnover. In 2018/19 the Council received £451,976 of contingent rents (£374,532 in 2017/18).

23. INSURANCE RESERVES

The insurance reserve covers risks which the Council does not insure with outside insurers, together with any excess on its policies. The material risks include making good damage to Council property caused by subsidence or flooding, professional negligence costs not involving a third party, ex-gratia payments and performance bonds on contracts. There are no material unfunded risks.

	Balance 1.4.18 £000's	Transfers/ Receipts in Year £000's	Payments in Year £000's	Balance 1.4.19 £000's	Transfers/ Receipts in Year £000's	Payments in Year £000's	Balance 31.3.19 £000's
Insurance Reserves	(152)	(12)	20	(144)	(14)	43	(115)

24. 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 through depreciation and impairment losses charged via the Comprehensive Income and Expenditure Statement (with reconciling postings from the Revaluation Reserve to convert fair value figures to a historical cost basis). The Account is credited with the amounts set aside by the Council as finance for the costs of acquisition, construction or enhancement.

The Account contains accumulated gains and losses on Investment Properties and gains recognised on donated assets that have yet to be consumed by the Council.

The Account also contains revaluation gains accumulated on Property, Plant and Equipment before 1 April 2007, the date that the Revaluation Reserve was created to hold such gains.

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2017/18 £000's		2018/19 £000's	
35,179	Balance as at 1 April		36,020
	Reversal of items relating to capital expenditure debited or credited to the Comprehensive Income and Expenditure Statement		
(1,740)	Charges for depreciation of non-current assets	(1,600)	
0	Revaluation gains/losses on Property, Plant & Equipment charged on the Comprehensive Income and Expenditure Statement	0	
(89)	Amortisation of Intangible Assets	(78)	
(5)	Revenue expenditure funded from capital under statute	(56)	
0	De-recognition – other	0	
0	Amounts of non-current assets written off on disposal or sale as a part of the gain/loss on disposal to the Comprehensive Income and Expenditure Statement	(2,399)	(4,133)
	Adjusting amounts written out of Revaluation Reserve		
653	Net written out amount of the cost of non-current assets consumed in the year	630	
0	Adjustments to Opening Balance	0	
0	Balances Written Off On Sale Of Assets	252	882
	Capital financing applied in the year		
280	Use of Capital Receipts Reserve to finance new capital expenditure	1,084	
0	Capital grants and contributions credited to the Comprehensive Income and Expenditure Statements that have been applied to capital financing.	0	
971	Application of grants to capital financing from the Capital Grants Unapplied Account	1,350	
770	Capital expenditure charged against the General Fund Minimum Revenue Provision	1,331	3,765
1	Movements in the market value of Investment Properties debited or credited to the Comprehensive Income and Expenditure Statement		54
			418
<u>36,020</u>	Balance as at 31 March		<u>37,006</u>

25. REVALUATION RESERVE

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

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

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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	2018/19
	£000's	£000's
	(34,618)	(37,155)
	Balance as at 1 April	
	(3,227) Upward Revaluation of Assets	(1,236)
	37 Downward revaluation of assets and impairment not charged to the Surplus/Deficit on the Provision of Services	1,735
	(3,190)	499
	Surplus or deficit on revaluation of non-current assets not posted to the Surplus or Deficit on the Provision of Services.	
	653 Difference between fair value depreciation and historical cost depreciation	630
	0 Accumulated gains on assets sold or scrapped	252
	0 Amount written off to the Capital Adjustment Account	0
	(2,537)	1,381
	Movement on Reserve	
	(37,155)	(35,774)
	Balance as at 31 March	

26. CAPITAL RESERVES

The Usable Capital Receipts Reserve represents the capital receipts generated from the sale of Council-owned assets available to finance capital expenditure in future years.

Capital Grants Received In Advance relates to capital grants and contributions received which have conditions attached that stipulate what the money can be spent on, and these conditions have not yet been met. If the conditions are not met then ultimately the monies may need to be returned to the body awarding the grant or contribution. They are therefore recorded as a liability in the balance sheet.

Capital Grants Unapplied relate to grants received where no conditions are attached and so these sums are at the general disposal of the authority and are recorded as a reserve in the balance sheet.

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	Usable Capital Receipts	Capital Grants Received In Advance	Capital Grants Unapplied
	£000's	£000's	£000's
Balance as at 1 April 2017	1,332	0	763
Amounts Receivable in 2017/18	34	0	996
Other Transfer	0	0	0
Amounts Applied to Finance New Capital Investment	(280)	0	(971)
Balance as at 1 April 2017	1,086	0	788
Amounts Receivable in 2018/19	34	0	1,660
Other Transfer	0	0	0
Amounts Applied to Finance New Capital Investment	(1,084)	0	(1,350)
Balance as at 31 March 2019	36	0	1,098

27. EARMARKED RESERVES & GENERAL FUND

The table below sets out the amounts set aside from the General Fund in earmarked reserves to provide financing for future expenditure plans and the amounts posted back to meet General Fund expenditure.

	Balance 1 April 2017	Transfers/ Receipts in Year	Payments in Year	Balance 1 April 2018	Transfers/ Receipts in Year	Payments in Year	Balance 31 March 2019
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Miscellaneous Grants	192	26	(81)	137	53	(108)	82
Insurance Reserve	152	12	(20)	144	14	(43)	115
Miscellaneous	6,039	2,038	(3,001)	5,076	3,061	(2,588)	5,549
Revenue Reserves							
Revenue Reserves for Capital	2,270	2,217	(937)	3,550	1,140	(1,528)	3,162
Total Reserves	8,653	4,293	(4,039)	8,907	4,268	(4,267)	8,908
General Fund	971	0	0	971	0	0	971

Grants Reserves are maintained to fund loans to individuals or third parties which are repayable over time. The main reserve within this heading is the Rent Deposit Fund.

Revenue Reserves for Capital are set aside to fund the Council's approved Capital Programme. This is the main source of capital funding for the Council until further capital receipts are realised.

Miscellaneous Revenue Reserves are held for expenditure which normally occurs on a non-annual basis, such as Local Plan Inquiries and District Elections. The balance as at 31 March 2019 of £5,549k includes the following amounts:

- Developer contributions towards heathlands impact mitigation and transport infrastructure £507k
- Reserves earmarked for funding growth within the Borough £248k
- Community Housing Fund £446k;

- Business Rate income reserve £1,033k for managing fluctuations in income;
- Unallocated Funds £2,175k, available to fund corporate priorities.
- The remaining £1,140k of Other Earmarked Reserves relates to various funding set aside to meet different Corporate Objectives such as Member Ward Budgets, Change Fund and Elections.

28. FUNDS HELD FOR THIRD PARTIES

The Council administers amounts totalling £2,830 (£15,025 in 2017/18) in respect of monies held for the Mayor Charity. These amounts are included as creditors in the accounts of the Council.

29. RETIREMENT BENEFITS

Participation in a Pension Scheme

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

The Council participates in the Local Government Pension Scheme (LGPS), which is administered by Dorset County Council. It is a funded defined benefit scheme, meaning that the Council and employees pay contributions into a fund calculated at a level intended to balance the pension liabilities with investment assets. Before 1 April 2014 the scheme was a final salary defined benefit scheme, but after this date it is a career average salary defined benefit scheme. Benefits accrued up to 31 March 2014 are protected and calculated under the final salary method. The scheme is index linked to protect benefits from the effects of inflation.

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.

The principal risks to the Council of the scheme are the longevity assumptions, statutory 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 the General Fund the amounts required by statute as described in the accounting policies note.

Since the operation of the scheme is governed by legislation the Council has no material discretion over payments made to employees, the rate of employers contribution to the pension fund or the type of scheme (e.g. the Council could not decide to change the scheme from an index linked career average salary scheme unless amending legislation was introduced by the government).

Transactions Relating to Post-Employment Benefits

In 2018/19 the Council paid into the Pension Fund an employer's contribution of £1,126,000, based on 15.2% of employees' pensionable pay (£1,058,000 in 2017/18, 15.2%). The current service cost was £1,881,000 (£1,747,000 2017/18).

The Council increased its contributions to 15.2% of employee's pensionable pay from 1 April 2017 for a three-year period as a result of the actuarial valuation of the

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Fund as at 31 March 2016 (13.6% 2016/17). This contribution rate reflects current pension costs being accrued. To recover the pension deficit that has accumulated over previous years the Council paid a lump sum of £263,000 in 2017/18 and £260,000 in 2018/19.

Employees also pay between 5.5% and 12.5% of their salary into the fund. In addition, the Council is responsible for all pension payments relating to added years benefits that it has awarded, together with any related increases. In 2018/19 these amounted to £120,879 (£114,994 in 2017/18) and are included in the Finance service segment.

The cost of retirement benefits is recognised 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 which the Council is required to make against Council Tax is based on the cash payable in the year, so the real cost of post-employment benefits is reversed out of the General Fund via the Movement in Reserves Statement.

The following transactions have been made in the Comprehensive Income and Expenditure Statement and the General Fund Balance via the Movement in Reserves Statement during the year:

2017/18 £000's		2018/19 £000's
	Comprehensive Income and Expenditure Statement	
	Cost of Services	
1,747	Current Service Cost	1,881
0	Past Service Costs	0
0	Settlements/Curtailments	0
34	Administration Costs	39
	Financing & Investment Income & Expenditure	
754	Net Interest Expense	686
<u>2,535</u>	Total Post Employment Benefit Charged to the Surplus or Deficit on the Provision of Services	<u>2,606</u>
	Other Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement	
(1,116)	Return on Plan Assets (excluding amount included in interest expense)	(969)
0	Actuarial Gains and Losses Arising on Changes in Demographic Assumptions	(4,463)
(1,326)	Actuarial Gains and Losses Arising on Changes in Financial Assumptions	3,294
0	Increased Liability Relating To McCloud Judgement	436
<u>93</u>	Total Post Employment Benefit Charged to the Comprehensive Income and Expenditure Statement	<u>904</u>
	Movement in Reserves Statement	
965	Reversal of net charges made to the Surplus or Deficit for the Provision of Services for post-employment benefits in accordance with the Code	222
	Actual amount charged against the General Fund Balance for pensions in the year	
<u>1,058</u>	Employer's contributions payable to the scheme	<u>1,126</u>

Basis for Estimating Assets and Liabilities

The expected return on assets is based on the long-term future expected investment return for each asset class as at the beginning of the period (i.e. as at 1 April 2018 for the year to 31 March 2019). The returns on gilts and other bonds are assumed to be the gilt yield and corporate bond yield (with an adjustment to

reflect default risk) respectively at the relevant date. The returns on equities and property are then assumed to be a margin above gilt yields.

The net interest on the defined liability in the year was £686,000 (£754,000 in 2017/18).

In estimating the Council's future cashflows the actuary has assumed a past service liability duration of 17 years. The estimated cashflows are used to derive a Single Equivalent Discount Rate. The discount rate derived is such that the net present value of notional cashflows, discounted at this single rate, equates to the net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve (where the spot curve is assumed to be flat beyond the 30 year point).

The RPI increase assumption is set using a Single Equivalent Inflation Rate approach, using notional cashflows as described above. The single inflation rate derived is that which gives the same net present value of the cashflows, discounted using the annualised Merrill Lynch AA rated corporate bond yield curve, as applying the Bank of England implied inflation curve. The Merrill Lynch AA rated corporate bond yield spot curve is assumed to be flat beyond the 30 year point and the Bank of England implied inflation spot curve is assumed to be flat beyond the 40 year point.

As future pension increases are expected to be based on the Consumer Prices Index (CPI) rather than RPI, the actuary has made a further assumption that CPI will be 1% per annum below RPI, i.e. 2.45%. Salary increases are assumed to be 1.5% above CPI in addition to a promotional scale (1.5% above price increases 2017/18).

The Local Government Pension Scheme liabilities have been assessed by Barnett Waddingham LLP, an independent firm of actuaries. Estimates for the Dorset County Council Fund are based upon the latest full actuarial valuation of the scheme as at 31 March 2016.

Included in the Council's pension fund liabilities as at 31 March 2019 is an estimate made by the actuary due to the McCloud ruling. This relates to the Government's refusal of right to appeal against a landmark ruling by the Court of Appeal with regard to age discrimination against younger public sector workers by protecting the retirement benefits of older staff. While the case was brought by members of the judicial and firefighters pension schemes, it will have implications for the LGPS. The remedy that will be imposed by the Court is not yet known, but using their knowledge of the Dorset LGPS membership data and future pay assumptions the actuary has made a best estimate of the possible impact on the Council of £436k.

The major assumptions used by the actuary were (in nominal terms):

2017/18		2018/19
%		%
5.00	Expected rate of return on assets	5.00
3.35	Rate of increase in inflation – RPI	3.45
2.35	Rate of increase in inflation – CPI	2.45
3.85	Rate of increase in salaries	3.95
2.35	Rate of increase in pensions in payment and deferred pensions	2.45
2.55	Discount rate	2.40

It has been assumed that:

- Members of the scheme will exchange half of their commutable pension for cash at retirement.
- Members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche retirement age.
- The proportion of the membership that had taken the option to pay 50% of contributions for 50% benefits at the previous valuation date will remain the same.

Years	Assumed life expectancy from age 65	Years
24.0	Retiring today:	Males 22.9
26.1		Females 24.8
26.2	Retiring in 20 years:	Males 24.6
28.4		Females 26.6

The estimation of the defined benefit obligation is sensitive to the actuarial assumptions set out in the table above. The sensitivity analyses below have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies of the scheme, i.e. on an actuarial basis using the projected unit credit method.

	Increase In Assumption £000's	Current Assumption £000's	Decrease In Assumption £000's
Longevity (change by 1 yr)			
Present Value Of Obligation	80,449	77,427*	74,523
Projected Service Cost	1,920	1,861	1,803
Pension Increase (change by 0.1%)			
Present Value Of Obligation	78,653	77,427	76,222
Projected Service Cost	1,905	1,861	1,818
Salary Increase (change by 0.1%)			
Present Value Of Obligation	77,525	77,427	77,330
Projected Service Cost	1,861	1,861	1,861
Liability Discount Rate (Change by 0.1%)			
Present Value Of Obligation	76,125	77,427	78,753
Projected Service Cost	1,818	1,861	1,905

*Not including additional liability relating to McCloud judgement estimated at £436k.

The assets held by the Fund as at 31 March 2019, relating to Christchurch Borough Council, expressed as a proportion of the total assets are set out in the following table:

Christchurch Borough Council Statement of Accounts 2018/19 - Audited

2017/18 £000	2017/18 Proportion %		2018/19 £000's	2018/19 Proportion %
26,561	54	Equities	25,673	50
6,434	13	Liability Driven Investment	6,565	13
4,953	10	Property	5,523	11
690	1	Cash	1,519	3
2,971	6	Diversified Growth Fund	3,007	6
1,773	4	Infrastructure	2,327	5
0	0	Hedge Fund	0	0
2,312	5	Multi Asset Credit	2,397	5
3,444	7	Other Bonds	3,588	7
49,138	100	Total	50,599	100

Of the asset allocations above:

	% Quoted	% Unquoted
Fixed Interest Government Securities – UK		
Corporate Bonds – UK	7.1	
Equities – UK	20.5	
Equities – Overseas	27.6	
Property		10.9
Hedge Fund		
Private Equity		2.7
Infrastructure		4.6
Diversified Growth Fund		5.9
Liability Driven Investment		13.0
Multi Asset Credit		4.7
Cash / Temporary Investments		3.0
Net Current Assets – Debtors		
Net Current Assets – Creditors		
Total	55.2	44.8

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

Christchurch Borough Council Statement of Accounts 2018/19 - Audited

2017/18 £000's		2018/19 £000's
(28,451)	Balance as at 1 April	(27,486)
	Movement in year:	
2,442	Remeasurement of net defined benefit liability	1,702
(2,535)	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	(2,606)
1,058	Employer's pensions contributions and direct payments to pensioners payable in the year	1,126
<u>965</u>	Total (Increase)/Decrease in Pension Fund Liabilities	<u>222</u>
<u>(27,486)</u>	Balance as at 31 March	<u>(27,264)</u>

Assets and Liabilities in Relation to Post Employment Benefits

Reconciliation of present value of the scheme liabilities:

2017/18 £000's		2018/19 £000's
(75,938)	Balance as at 1 April	(76,624)
	Movement in year:	
(1,747)	Current Service Cost	(1,881)
(2,027)	Interest Cost	(1,930)
(297)	Contributions by scheme participants	(326)
2,059	Benefits Paid	2,165
0	Settlements & Curtailments	0
0	Gain/(Loss) Arising from Demographic Assumptions	4,463
1,326	Gain/(Loss) Arising From Financial Assumptions	(3,294)
0	Liabilities Extinguished On Settlements	0
0	Experience Loss / (Gain) On Defined Benefit Obligation	0
0	Increased Liability Relating To McCloud Judgement	(436)
<u>(686)</u>	Total (Increase)/Decrease in Pension Fund Liabilities	<u>(1,239)</u>
<u>(76,624)</u>	Balance as at 31 March	<u>(77,863)</u>

Reconciliation of fair value of the scheme assets:

2017/18 £000's		2018/19 £000's
47,487	Balance as at 1 April	49,138
	Movement in year:	
1,273	Interest Income	1,244
1,116	Return on Plan Assets (Excluding Amount Included in Net Interest Expense)	969
1,058	Employer Contributions	1,126
(2,059)	Benefits Paid	(2,165)
0	Settlement Prices Paid	
297	Contributions by scheme participants	326
0	Other Actuarial Gains / (Losses)	
(34)	Administration Expenses	(39)
<u>1,651</u>	Total Increase/(Decrease) in Pension Fund Assets	<u>1,461</u>
<u>49,138</u>	Balance as at 31 March	<u>50,599</u>

The assets of the pension fund, relating to the Council, currently represent 65.0% of liabilities (64.1% 2017/18).

Scheme History

2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's		2018/19 £000's
(72,784)	(70,622)	(75,938)	(76,624)	Present Value of Liabilities	(77,863)
42,672	40,684	47,487	49,138	Fair value of assets in the Local Government Pension Scheme	50,599
(30,112)	(29,938)	(28,451)	(27,486)	Surplus/(deficit) on the scheme	(27,264)

The liabilities show the underlying commitments that the Council has in the long run to pay retirement benefits. The deficit on the pension fund is disclosed on the Balance Sheet under long term liabilities; the total of £77.863 million has a substantial impact on the net worth of the Council as recorded in the Balance Sheet, resulting in a negative overall balance on the Pension Reserve of £27.264 million. However, statutory arrangements for funding the deficit mean that the financial position of the Council remains healthy. The deficit will be made good by increased contributions and/or lump sum payments over the remaining working life of employees, as assessed by the scheme actuary. The total contributions expected to be made to the Local Government Pension Scheme by the Council in the year to 31 March 2020 is £1,013,000.

The Annual Report of the Dorset County Council Pension Fund is available from Dorset County Council, County Hall, Colliton Park, Dorchester, DT1 1XJ.

30. ACCUMULATED ABSENCES ACCOUNT

The Accumulated Absences Account absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year. Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account. Employees are normally allowed to carry forward up to five days of untaken leave and up to fifteen hours of flexitime; all leave carried forward at the end of the year is required to be taken by 30 June in the following year.

2017/18 £000's		2018/19 £000's
54	Balance 1 April	54
(54)	Settlement or cancellation of accrual made at the end of the preceding year	(54)
54	Amounts accrued at the end of the current year	54
0	Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements	0
54	Balance 31 March	54

31. PROVISIONS

The following provisions have been made in the accounts for 2018/19. Note 30 contains further detail regarding the provision for accumulated absences.

	Balance 1 April 2017 £000's	Transfers/ Receipts in Year £000's	Payments in Year £000's	Balance 1 April 2018 £000's	Transfers/ Receipts in Year £000's	Payments in Year £000's	Balance 31 March 2019 £000's
Accumulated Absences	54	54	(54)	54	54	(54)	54
Legal Costs	44	0	0	44	0	0	44
NNDR Appeals	617	211	(428)	400	93	(74)	419
Total Provisions	715	265	(482)	498	147	(128)	517

The NNDR Appeal provision reflects the Council's proportionate share of provisions charged to the Collection Fund relating to both current and backdated appeals by business rate payers. The provision reflects the Council's exposure to appeal costs under the Business Rate Retention Scheme that came into operation on 1st April 2013.

32. DEBTORS

2017/18 £000's	Short Term Debtors	2018/19 £000's
251	Trade Receivables	457
203	Prepayments	61
2,238	Other Receivables	3,190
2,692		3,708

2017/18 £000's	Long Term Debtors	2018/19 £000's
1,153	Other entities and individuals	1,110
1,153		1,110

33. CASH & CASH EQUIVALENTS

2017/18 £000's		2018/19 £000's
2,985	Cash held by the Council	2,610
10,855	Short Term Deposits	10,801
13,840		13,411

34. CREDITORS

2017/18		2018/19
£000's		£000's
372	Trade Payables	269
4,493	Other Payables	5,227
<u>4,865</u>		<u>5,496</u>

35. CAPITAL GRANTS UNAPPLIED

Capital grants are monies paid to the Council by third parties. These include Section 106 contributions paid as a result of the grant of planning permission where works are required to be carried out or new facilities provided as a result of that permission. The balances of capital grants applied held by the Council during the year were as follows:

	Balance	Receipts	Payments	Balance	Receipts	Payments	Balance
	1 April	in Year	in Year	1 April	in Year	in Year	31 March
	2017			2018			2019
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
RREEF	225	0	0	225	0	(78)	147
Renaissance	129	0	0	129	0	0	129
Community Infrastructure Levy	0	124	0	124	320	0	444
Cornfactor	84	0	0	84	0	0	84
Quantum/Churchill	59	0	0	59	0	0	59
Other	49	24	(20)	53	178	(106)	125
Meteor	33	0	0	33	0	0	33
Kings Arms – Ducking Stool/Parking	30	0	0	30	0	(3)	27
Cheviot Court – Highway Imprvs	20	0	0	20	0	0	20
MAG Property	20	0	0	20	0	0	20
Haven Caravan Pk	10	0	0	10	0	0	10
Kings Arms – Millstream Improvements	1	0	0	1	0	0	1
Dorset Police & Crime Commissioner	65	0	(65)	0	0	0	0
EA - Coast Protection	0	76	(76)	0	0	0	0
East Dorset District Council	0	10	(10)	0	0	0	0
Heritage Lottery Fund	38	762	(800)	0	1,162	(1,162)	0
Totals	<u>763</u>	<u>996</u>	<u>(971)</u>	<u>788</u>	<u>1,660</u>	<u>(1,349)</u>	<u>1,099</u>

36. FINANCIAL INSTRUMENTS

All financial instruments are shown at fair value. This is assessed as being approximately equal to the carrying amount as set out in Notes 25 and 26 to the Accounting Policies. There is therefore no difference between the carrying amount and fair value. The following financial instruments are included in the Balance Sheet:

2017/18 £000's		2018/19 £000's
	Financial Assets At Amortised Cost	
	Loans and Receivables - Long Term:	
1,153	Other Advances	1,110
	Loans and Receivables - Current:	
1,744	Receivables	2,511
1,000	Short Term Investments	0
13,840	Bank Deposits	13,411
<u>17,737</u>	Total Financial Assets At Amortised Cost	<u>17,032</u>
	Financial Liabilities at Amortised Cost:	
1,608	Payables	1,730
0	Short Term Overdraft	0
<u>1,608</u>	Total Financial Liabilities at Amortised Cost	<u>1,730</u>

Employee Car Loans

The Council makes loans for car purchase to employees in the authority. Loans may be taken out for a period of between one to five years depending upon the age of the vehicle that the loan will fund. The maximum car loan available to employees is £10,000. Interest is charged at the Bank of England Base Rate plus 2%.

Cars purchased through an employee loan must be made available for use on official duties.

The transactions relating to car loans are summarised in the table below:

	2017/18 £000's	2018/19 £000's
Balance as at 1 April	20	29
Car Loans Made	20	19
Repayments	(11)	(16)
Balance as at 31 March	<u>29</u>	<u>32</u>

Risk Management

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 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.
- by approving an investment strategy for the forthcoming year setting out its criteria for both investing and selecting investment counterparties.

These are required to be approved 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.

The annual Treasury Management Strategy for 2018/19, which incorporates the prudential indicators, was approved by the Resources Committee on 7 February 2018. The key issues within the strategy were:

- The Authorised Limit for in 2018/19 was set at £1 million. This is the maximum limit of external borrowings or other long term liabilities.
- The Operational Boundary was expected to be zero. This is the expected level of debt and other long term liabilities during the year.

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 and credit risk. These TMPs are a requirement of the Code of Practice and are reviewed annually.

The Council has adopted CIPFA's Treasury Management in the Public Services: Code of Practice and has set treasury management indicators to control key financial instruments risks in accordance with CIPFA's Prudential Code.

These activities expose the Council to a number of 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.
- Market risk: the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates and stock market movements.

The Council's risk management process focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the resources available to fund services. Under policies approved by the Council in the annual investment strategy written policies to manage these risks are approved.

Credit Risk:

Credit risks arise from deposits with banks and financial institutions, as well as credit exposures to the Council's customers. This risk is managed through the Treasury Policy Statement which limits investments to the following institutions:

- (a) The Council's account holding bank for deposits requiring less than 24 hours notice of withdrawal irrespective of its credit rating up to a maximum of £4m

- (b) Any bank or building society with a UK branch, with at least the following ratings:
 - (i) long term Fitch A-, Moody's A3, S & P A-; and
 - (ii) Sovereign Fitch AA, Moody's Aa2, S & P AA
- (c) An unrated Building Society with society assets in excess of £250m, only as advised by the Council's Treasury Management Advisors, Arlingclose Limited, up to a maximum investment per institution of £1m for a maximum time period of 100 days. The maximum overall limit for unrated Building Societies will be £3m.
- (d) A bank with a long term rating of Fitch BBB+, Moody's BAA1 or S&P BBB+ only as advised by the Council's Treasury Management Advisors, Arlingclose Limited, up to a maximum investment per institution of £1m for a maximum time period of 100 days. The maximum overall limit for Banks in this criterion will be £3m.
- (e) Any British Local Authority, whether rated or not, up to a maximum of £2m. The maximum time limit for a Local Authority investment is 364 days.
- (f) AAA Rated Money Market Funds, up to a maximum of £2m for Funds with assets up to £1bn, and up to a maximum of £2m for Funds with assets of £1bn or more. The maximum amount that can be placed with a single Money Market Fund provider is £2m. The maximum amount of the Council's total portfolio that can be held with MMFs is £4m. The maximum notice period for a MMF investment is 364 days.
- (g) UK Government

The time limit and investment limit for banks and building societies is linked to the credit rating of the counterparty as follows.

Credit Rating (Lowest)	Time Limit	Counterparty Limit
AAA, Aaa, AAA	364 days	£3 million
AA+, Aa1, AA+	364 days	£3 million
AA, Aa2, AA	364 days	£2 million
AA-, Aa3, AA-	364 days	£2 million
A+, A1, A+	364 days	£2 million
A, A2, A	100 days	£2 million
A-, A3, A-	100 days	£2 million

For a counterparty to be eligible for investment they must have a minimum of two ratings from the three rating agencies.

The maximum amount that may be invested with any one non UK country, UK bank, institution, or group of institutions with the same parent is shown in the table above according to the credit rating of the counterparty. There will be no limit for money deposited with the UK Government.

The Council has no historical experience of default on loans made to financial institutions and the maximum exposure is therefore judged to be negligible. The funds invested with the classes of institution at the 31 March were as follows:

2017/18			2018/19	
Amount £000's	No. of Loans	Institution	Amount £000's	No. of Loans
0	0	Banks – Fixed	0	0
3,322	1	Banks – Instant Access	3,511	1
0	0	Building Societies	0	0
2,000	1	Money Market Funds	0	0
9,850	12	Debt Management Office	10,800	3
0	0	Local Authorities	0	0
15,172	14	Total	14,311	4

The Council's maximum exposure to credit risk in relation to its investments in banks and building societies of up to £3 million 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.

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

Debts due to the Council are recorded as they become due and the item "debtors" in the Balance Sheet represents the amounts due during the year which remain unpaid at the year end, from which a sum is deducted as a provision for bad debts. This provision is calculated by analysing the age of the debts and setting aside an amount dependent on the age of those debts outstanding. The bad debt provisions are calculated as follows:

- Sundry Debtors – calculated as 10% to 90% of debtors outstanding depending upon age
- Housing Benefits – calculated as 99% of total debts outstanding
- Council Tax – calculated as between 5% and 100% of the debt depending upon age
- National Non Domestic Rates – Calculated as between 10% and 100% of the debt depending upon age

The Council does not generally allow credit for customers. As at 31 March 2019 the Council had £1,623,085 (£1,352,429 2017/18) of sundry debts outstanding. The outstanding amount can be analysed as follows:

	2018/19
	£000's
Less than 30 Days	523
31 – 60 Days	625
61 – 90 Days	18
91 - 120 Days	51
121 - 180 Days	118
Over 181 Days	288
Total	<u>1,623</u>

The requirements of IFRS9 Financial Instruments, has been considered in relation to the impairment of the Council's receivables. The Council takes the simplified approach, where impairment losses are based on lifetime expected credit losses, removing the need to consider changes in credit risk since initial recognition and the possibility that the appropriate measure should be the 12-month expected credit losses.

Liquidity Risk: The Council models its cash flow to ensure that cash resources are adequate, though not excessive, and that borrowing arrangements and overdraft or standby facilities are available at all times to enable the Council to achieve its business objectives.

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.

Market Risk: The Council monitors the treasury management policies and objectives to ensure that it is not compromised by adverse market fluctuations in the value of the principal sums invested, and will seek to protect the Council from the effects of such fluctuations. The key risks are described below:

- **Interest Rate Risk:** 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. Interest rates are reviewed by the Senior Accountant as part of the ongoing monitoring arrangements to ensure that as far as is possible investments are made so as to maximise the return to the Council having regard to the limits imposed by the Treasury Policy Statement. Borrowings, particularly the spread of loan maturity dates, will be kept under active review by the Senior Accountant to ensure that the Council's exposure to interest rate variations is minimised.
- **Price Risk:** The Council does not invest in equity shares and has no exposure to losses arising from fluctuations in share prices.
- **Foreign Exchange Risk:** The Council has no assets or liabilities denominated in foreign currencies and thus has no exposures arising from movements in exchange rates.

- **Sensitivity analysis:** Income from investments is a significant element of the Council's budget and generated £93,405 in 2018/19 as disclosed in the Comprehensive Income and Expenditure Statement. A variation of 1% in interest rates would either increase or reduce this income by approximately £180,000.

Inflation Risk: Fluctuations in interest rates are managed with a view to containing interest costs, or securing interest revenues, in accordance with the amounts provided in the budgetary arrangements.

The effects of varying levels of inflation, insofar as they can be identified as impacting directly on treasury management activities, are controlled as part of the Council's overall strategy for managing its exposure to inflation.

This is achieved by the prudent use of approved financing and investment instruments, methods and techniques, primarily to create stability and certainty of costs and revenues, but at the same time retaining a sufficient degree of flexibility to take advantage of unexpected, potentially advantageous changes in the level and structure of interest rates or inflation. The above is subject at all times to the consideration and approval, if required, of any policy or budgetary implications.

Credit and Counterparty Risk: The prime objective of treasury management activities is to be the security of the principal sums invested. Accordingly, counterparty lists and limits reflect a prudent attitude towards organisations with whom funds may be deposited, and investment activities will be limited to the instruments, methods and techniques as set out in the Treasury Management Policy Statement.

The counterparty policy, with respect to those institutions from whom the Council may borrow or with whom funds may be invested is set out in the Treasury Management Policy Statement.

Refinancing Risk: The Council is not currently exposed to any refinancing risk. However, any borrowing, private financing and partnership arrangements subsequently entered into will be negotiated, structured and documented, and the maturity profile of the monies so raised will be managed, with a view to obtaining offer terms for renewal or refinancing, if required, which are competitive and as favourable to the Council as can reasonably be achieved in the light of market conditions prevailing at the time.

Legal and Regulatory Risk: The Council's Monitoring Officer ensures that all of the Council's treasury management activities comply with its statutory powers and regulatory requirements. The Council demonstrates such compliance, if required to do so, to all parties with whom it deals in such activities. The s151 Officer ensures that Counterparties possess the necessary powers, authority and compliance in respect of the transactions they may effect with the Council, particularly with regard to duty of care and any fees charged.

The Council recognises that future legislative or regulatory changes may impact on its treasury management activities and, so far as reasonably possible, seeks to minimise the risk of these impacting adversely on the Council.

Fraud Error Corruption and Contingency Arrangements: The Council identifies the circumstances which may expose it to the risk of loss through fraud, error corruption or other eventualities in its treasury management dealings and maintains suitable systems, procedures and contingency arrangements to this end.

37. COLLECTION FUND ADJUSTMENT ACCOUNT

The Collection Fund Adjustment Account manages the differences arising from the recognition of council tax and non-domestic rates income in the Comprehensive Income and Expenditure Statement as it falls due from council tax and business rates payers compared with the statutory arrangements for paying across amounts to the General Fund from the Collection Fund. The net credit balance of £275k is made up of Christchurch's share of the NNDR surplus plus amounts for renewable energy totalling a credit of £160k and Christchurch's share of the Council tax surplus of £115k credit.

2017/18 £000's		2018/19 £000's
80	Balance at 1 April	636
556	Amount by which council tax and business rate income credited to the Comprehensive Income and Expenditure Statement is different from the council tax and non-domestic rates income calculated in the year in accordance with statutory requirements	(361)
636	Balance 31 March	275

38. TRADING ACCOUNTS

The Council has established six trading units where the service manager is required to operate in a commercial environment and balance their budget by generating income from other parts of the authority or other organisations. It should be noted that budgets for the services include any income from investment properties in that area, but these cannot be included here. The trading operations include running the beach hut and mooring services and owning and running industrial units. All of these activities generate income.

		2016/17	2017/18	2018/19	Cumulative (Surplus)/Loss over three year period £000
		£000's	£000's	£000's	
Beaches and Harbour	Turnover	(397)	(384)	(205)	
	Expenditure	399	485	438	
	(Surplus)/Deficit	2	101	233	336
Mudford Sandbank	Turnover	(778)	(781)	(956)	
	Expenditure	312	435	348	
	(Surplus)/Deficit	(466)	(346)	(608)	(1,420)
Grange Road	Turnover	(34)	(5)	(1)	
	Expenditure	265	70	88	
	(Surplus)/Deficit	231	65	87	383

Christchurch Borough Council Statement of Accounts 2018/19 - Audited

Market	Turnover	(86)	(74)	(73)	
	Expenditure	53	52	52	
	(Surplus)/Deficit	(33)	(22)	(21)	(76)
Misc. Corporate Properties	Turnover	(33)	(32)	(48)	
	Expenditure	80	55	109	
	(Surplus)/Deficit	47	23	61	131
Highcliffe Castle	Turnover	(364)	(281)	(302)	
	Expenditure	765	834	869	
	(Surplus)/Deficit	401	553	567	1,521

39. DEFERRED CAPITAL RECEIPTS

Deferred Capital Receipts relate mainly to future payments where the Authority has disposed of an asset through a finance lease and the sale price will be recouped over the period of the lease agreement. Amounts are released to the Useable Capital Receipts Reserve each year and the corresponding Long Term Debtor is written down. More information on the accounting for Finance Leases can be found within Accounting Policy 14.

	Deferred Capital Receipts £000's
Balance as at 1 April 2017	1,155
Transfer To CIES Under IFRS Transition Arrangements	(22)
Transfer To Capital Receipts	(33)
Other Transfer	(4)
Balance as at 1 April 2018	1,096
Transfer To CIES Under IFRS Transition Arrangements	(23)
Transfer To Capital Receipts	(33)
Other Transfer	0
Balance as at 31 March 2019	1,040

40. CONTINGENT LIABILITIES

There are no contingent liabilities as at the balance sheet date.

41. EVENTS AFTER THE BALANCE SHEET DATE

The audited Statement of Accounts was authorised for issue by the Chief Financial Officer on 31 July 2019.

There are no events after the balance sheet date that require disclosure within the Statement of Accounts.

42. ISSUE OF THE STATEMENT OF ACCOUNTS

The audited Statement of Accounts was authorised for issue by the Chief Financial Officer on 31 July 2019.

**The
Collection Fund**

Collection Fund

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

2017/18 Business Rates £000's	2017/18 Council Tax £000's	2017/18 Total £000's		2018/19 Business Rates £000's	2018/19 Council Tax £000's	2018/19 Total £000's
			Income			
	(35,609)	(35,609)	Council Tax Receivable	0	(38,091)	(38,091)
(20,176)	0	(20,176)	Business Rates Receivable	(21,113)	0	(21,113)
0	0	0	Deferred Amounts From Previous Years	0	0	0
			Apportionment Previous Year Surplus/Deficit:			
(119)	0	(119)	Central Government	0	0	0
(22)	0	(22)	Dorset County Council	0	0	0
(2)	0	(2)	Dorset & Wiltshire Fire Authority	0	0	0
(95)	0	(95)	Christchurch Borough Council	0	0	0
(158)	0	(158)	Transitional Protection Payment	(20)	0	(20)
(541)	0	(541)	Reduction in Appeal Provision	0	0	0
	0		Reduction in Bad Debt Provision		0	
(21,113)	(35,609)	(56,722)	Total Income	(21,133)	(38,091)	(59,224)
			Expenditure			
			Apportionment of Previous Year Surplus/Deficit			
0	0	0	Central Government	315	0	315
0	50	50	Christchurch Borough Council	252	38	290
0	332	332	Dorset County Council	57	260	317
0	18	18	Dorset & Wiltshire Fire Authority	6	14	20
0	50	50	Dorset Police & Crime Commissioner	0	38	38
0	450	450		630	350	980
			Precepts, Demands and Shares			
9,609	0	9,609	Central Government	10,303	0	10,303
7,687	3,853	11,540	Christchurch Borough Council	8,242	4,033	12,275
1,730	26,038	27,768	Dorset County Council	1,855	28,054	29,909
192	1,385	1,577	Dorset & Wiltshire Fire Authority	206	1,450	1,656
0	3,819	3,819	Dorset Police & Crime Commissioner	0	4,121	4,121
318	0	318	Christchurch Borough Council Share Renewable Energy	210	0	210
19,536	35,095	54,631		20,816	37,658	58,474
			Charges to Collection Fund			
0	0	0	Write offs of Uncollectable Amounts	0	0	0
74	66	140	Increase in Bad Debt Provision	114	75	189
0	0	0	Increase in Appeals Provision	47	0	47
74	0	74	Cost of Collection	75	0	75
0	0	0	Transitional Protection Payments	0	1	1
148	66	214		236	76	312
19,684	35,611	55,295	Total Expenditure	21,682	38,084	59,766
(1,429)	2	(1,427)	(Surplus)/Deficit During Year	549	(7)	542
209	(1,065)	(856)	(Surplus)/Deficit B/Fwd 1 April	(1,220)	(1,063)	(2,283)
(1,220)	(1,063)	(2,283)	(Surplus)/Deficit C/Fwd 31 March	(671)	(1,070)	(1,741)

Notes to the Collection Fund

1. PROVISION FOR UNCOLLECTABLE AMOUNTS

The provision for uncollectable amounts is based on a realistic assessment of likely non-collection using the guidelines issued by CIPFA. An assessment is necessary in order to provide a basis for budgeting for losses when setting the Council Tax.

2. COLLECTION OF NON-DOMESTIC RATES

Under the arrangements for uniform business rates, the Council collects non-domestic rates for its area that are based on local rateable values multiplied by a uniform rate. Under the Business Rates Retention Scheme local authorities keep an element of the business rates that they collect locally, and thus share in the risks and rewards of business decline or growth in their own areas.

The government sets percentages in order to share the business rates collected between the billing authority (40%), the government (50%), the County Council (9%) and the Fire Authority (1%).

As part of the 2018/19 finance settlement the government set a Baseline Funding Level for Business Rates for Christchurch of £957,568, which is the amount estimated as required to help fund council services for the year. However, Christchurch's 40% share of the business rates it collects in its area is much more than this baseline funding level and so the Council pays a tariff to the Government of £6,507,311 which was set as part of the 2018/19 finance settlement. This tariff is used to fund authorities who fall below their baseline funding level and so require a "top up". Transactions within the Comprehensive Income and Expenditure Statement (CIES) include the actual business rate income collectable for 2018/19 less any levy payments for additional income collectable in excess of the baseline funding level, and less the tariff payable for the year. However, the amount that the Council can recognise in its General Fund is defined by Statute and the figures within the CIES are adjusted for within the Movement In Reserves Statement to come back to the amount of business rate income estimated as receivable in January proceeding the start of the financial year and the forecast surplus or deficit on the Collection Fund estimated at this time.

The transactions relating to Business Rates in the Collection Fund are restricted to the total actual Business Rates receivable for the year, the shares of business rates collectable as estimated at the start of the year and actually paid to authorities during the year, and certain charges for provisions, write offs and cost of collection. There are also adjustments for previous year's surplus or deficits.

The non-domestic rateable value as at 31 March 2019 was £51,493,125 (£51,005,140 2017/18). The uniform business rate multiplier for 2018/19 was 49.3p (47.9p 2017/18).

The income collectable from business rate payers that is disclosed in the Collection Fund is £21,112,699. This is calculated by taking the rateable values of properties during the year and multiplying this by the uniform business rate multiplier to give a figure of £24,689,041 for business rates payable. This figure is then reduced by £3,576,342 that relates mainly to mandatory and discretionary relief to businesses.

3. DISTRIBUTION OF BUSINESS RATES SURPLUS/DEFICIT

The surplus/deficit on the Collection Fund is apportioned to Dorset County Council, Dorset & Wiltshire Fire Authority, Central Government and Christchurch Borough Council as follows:

2017/18 Distribution £000's		2018/19 Distribution £000's
(110)	Dorset County Council	(60)
(12)	Dorset & Wiltshire Fire Authority	(7)
(488)	Christchurch Borough Council	(268)
(610)	Central Government	(336)
(1,220)	Total Collection Fund (Surplus)/Deficit	(671)

Christchurch Borough Council's element of the Collection Fund surplus or deficit is shown at the foot of the Balance Sheet as part of reserves. The surplus or deficit for the other bodies is included within the creditors (for surpluses) or debtors (for deficits) shown on the Balance Sheet.

4. CALCULATION OF COUNCIL TAX BASE

Council Tax income derives from charges raised according to the value of residential properties which have been classified into one of eight valuation bands (Band A, the lowest band may also be reduced where the occupant is disabled and is represented in the table below by a notional band AA). The valuations are based on values as at the valuation date of 1 April 1991.

The total number of properties in the Borough is calculated by counting the number of chargeable dwellings in each band, deducting any allowances for discounts and council tax support and multiplying the result by the proportion of the band in relation to Band D to give the Total Relevant Amount. This is then adjusted for the anticipated collection rate to produce the tax base on which the Council Tax for the area is calculated.

The Council estimated the Tax Base for 2018/19 to be 19,948, which was used subsequently in calculating the levels of Council Tax. This figure is derived from the total number of chargeable dwellings in the District, adjusted for dwellings where discounts apply and converted to an equivalent number of band D dwellings. The table below shows the relevant amount for each valuation band:

Band	Estimated No. of Relevant Amount
A (Disabled)	1.9
A	603.8
B	1,094.9
C	4,151.4
D	5,229.4
E	5,538.4
F	2,148.2
G	1,214.4
H	66.0
Parish Rounding Adj	(0.2)
	20,048.2

The Relevant Amount is then reduced by 0.5%, to allow for an estimated collection rate of 99.5%, giving a Tax Base of 19,948 (19,624 2017/18).

5. BAND D CHARGE

After consideration of the financial requirements for the year, the Council set its Council Tax for a Band D property at £200.82 to cover borough council net expenditure of £4,005,949 (excluding parish precepts).

6. COLLECTION OF COUNCIL TAX

The Council Tax income included in the Taxation & Non-Specific Grant Income line in the Comprehensive Income and Expenditure Statement is the accrued income for the year. This is calculated by taking the demand on the Collection Fund plus the Authority's share of the carried forward surplus or deficit on the Collection Fund as at 31 March 2019.

This amount is then adjusted for the Authority's share of the surplus or deficit on the Collection Fund as at 31 March 2018 that has actually been distributed or recovered in the current year. The difference between the income included in the Taxation & Non-Specific Grant Income line in the Comprehensive Income and Expenditure Statement and the amount required by Regulation to be debited to the Collection Fund shall be taken to the Collection Fund Adjustment Account and included as a reconciling item in the General Fund in the Movement In Reserves Statement.

7. DISTRIBUTION OF COUNCIL TAX SURPLUS/DEFICIT

The surplus/deficit on the Collection Fund is apportioned to Dorset County Council, Dorset Police Authority, Dorset & Wiltshire Fire Authority and East Dorset District Council as follows:

2017/18		2018/19
Distribution		Distribution
£000's		£000's
(791)	Dorset County Council	(797)
(116)	Dorset Police Authority	(117)
(41)	Dorset & Wiltshire Fire Authority	(41)
(115)	Christchurch Borough Council	(115)
<u>(1,063)</u>	Total Collection Fund (Surplus)/Deficit	<u>(1,070)</u>

Christchurch Borough Council's element of the Collection Fund surplus or deficit is shown at the foot of the Balance Sheet as part of the reserves. The surplus or deficit for the other bodies is included within the creditors (for surpluses) or debtors (for deficits) shown on the Balance Sheet.

Annual Governance Statement

Annual Governance Statement

Christchurch Borough Council

2018-2019

1. Scope of Responsibility

Christchurch Borough Council is responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. Christchurch Borough 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, Christchurch Borough Council is responsible for putting in place proper arrangements for the governance of its affairs, facilitating the effective exercise of its functions, and which include arrangements for the management of risk. The overall aim of the Council's governance arrangements are to ensure that resources are directed in accordance with agreed policy and according to priorities, that there is sound and inclusive decision making and that there is clear accountability for the use of those resources in order to achieve desired outcomes for service users and communities.

Christchurch Borough Council has approved and adopted a code of corporate governance, which is consistent with the principles of the CIPFA/SOLACE Good Governance Framework 2016. A copy of the authority's code is on our website www.dorsetforyou.gov.uk or can be obtained from;

The Chief Executive
Christchurch Borough Council
Civic Offices
Bridge Street
Christchurch
BH23 41AZ

The statement explains how Christchurch Borough Council has complied with the code and also meets the requirements of the Accounts and Audit (England) Regulations 2015 which requires all relevant bodies to carry out an annual review of the effectiveness of its system of internal control and prepare an annual governance statement.

2. The Purpose of the Governance Framework

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

economic, social, and environmental outcomes is a key focus of governance processes and structures.

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

The governance framework has been in place at Christchurch Borough Council for the year ended 31st March 2019 and up to the date of the approval of the statement of accounts.

3. The Governance Framework

The Local Code of Corporate Governance describes the Council's governance framework in relation to the CIPFA/SOLACE Good Governance Framework 2016 and demonstrates how it complies with the principles.

The framework defines the principles that should underpin the governance of the Council. The framework centres on the following 7 principles, with principles A and B permeating the implementation of principles C to G.

A	Behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law.
B	Ensuring openness and comprehensive stakeholder engagement.
C	Defining outcomes in terms of sustainable economic, social and environmental benefits.
D	Determining the interventions necessary to optimise the achievement of the intended outcomes.
E	Developing the entity's capacity, including the capability of its leadership and the individuals within it.
F	Managing risks and performance through robust internal control and strong public financial management.
G	Implementing good practices in transparency, reporting and audit to deliver effective accountability.

The Local Code of Corporate Governance and all other documents that form part of the Governance Framework are available on the authority's website www.dorsetforyou.gov.uk.

The Council describes its vision, aims and objectives for Christchurch and its partnership with East Dorset District Council in the Corporate Plan, the Local Plan and the Partnership Development Strategy. In doing so the Council defines outcomes in terms of sustainable economic, social and environmental benefits.

The Council has adopted a Constitution that sets out how the council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local

people. This Constitution includes a scheme of delegation, details the roles and responsibilities of the Council its Members and Committees and also includes codes of conduct for Members and Officers. The Constitution also contains rules and procedures such as the Financial Procedure Rules and the Contract and Procurement procedure rules. The Constitution and its components are regularly reviewed and sets the tone for behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law.

A Joint Audit Committee operates to provide independent assurance to the Council with East Dorset District Council on issues such as the effectiveness of the internal control environment.

The Council aims to ensure that all Members and Officers of the Council have the skills, knowledge and capacity they need to discharge their responsibilities effectively. The Council recognises the value of a well-trained, competent workforce.

The Council aims to have clear channels of communication with all sections of the community and other stakeholders, to ensure accountability and encourage open consultation. To support this aim the Council has the skills to ensure appropriate consultancy takes place to enable openness and comprehensive stakeholder engagement.

4. Review of Effectiveness of the Governance Framework

The Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the Corporate Team (who have responsibility for the development and maintenance of the governance environment), the Internal Audit annual report, and also by comments made by the external auditors and other review agencies and inspectorates.

Christchurch Borough Council's financial management arrangements conform to the governance requirements of CIPFA's Statement on the Role of the Chief Financial Officer in Local Government (2015).

Both in year and year-end review processes have taken place to review the effectiveness of the Council's Governance Framework. In year review mechanisms include:

- a. The Committee Chairmen are experienced Councillors who are responsible for considering overall financial and performance management and receive comprehensive reports on a regular basis. Members are also committed to upholding good governance through their role as the heart of the day-to-day decision-making process.
- b. Scrutiny Committee arrangements were in operation throughout the year through the Scrutiny & Policy Overview Committee which met on a regular basis. The Committee reviews decisions and actions taken in connection with the discharge of the Council's functions and policy committee decisions. The Committee's work programme supports the Council's Corporate Plan and policy committees in the development of its budget and policy framework by in depth analysis of policy issues. Issues considered during the year include:

- Scheme of Delegation
- The Constitution
- Annual Report on Regulation of Investigatory Powers Act RIPA
- Local Government Reorganisation

Following the enactment of the Localism Act, Christchurch Borough Council created The Ethical Governance Committee. This Committee promotes and maintains high standards of conduct in the Council and assists Members in observing the Code of Conduct.

Under the provisions of the Localism Act 2011 and the Members Code of Conduct, in 2018/19 there was 1 Member of the Christchurch Borough Council reported to the Monitoring Officer for allegations of breach of the Code of Conduct.

As the officers with overall responsibility for governance across the organisation, the Chief Executive (Head of Paid Service), the Partnership Democratic and Legal Services Manager (Monitoring Officer) and the Strategic Director - Finance (Chief Financial Officer) meet when required.

The Monitoring Officer role is fulfilled by the Partnership Democratic and Legal Services Manager, who in turn reports to the Strategic Director – Finance (Chief Financial Officer). The Monitoring Officer has access to the Chief Executive and the Corporate Management Team, but is not a member of the Corporate Management Team.

The Strategic Director - Finance also plays an active role in the on-going review and maintenance of the governance arrangements, for example, providing financial support to decision making and supporting and advising the Joint Audit Committee.

The Joint Audit Committee met throughout the year to provide independent assurance to the Council in relation to the effectiveness of the Council's internal control environment. In accordance with Regulation 6 of the Accounts and Audit (Amendment) (England) Regulations 2015, the Joint Audit Committee also reviews the effectiveness of the Council's system of internal audit.

Additionally, the Joint Audit Committee reviews and approves the internal audit annual risk based audit plan, internal audit performance reports, risk management updates, and the reports from the external auditor, including the Annual Audit Letter.

The Council's Internal Audit Section operates to the standards set out in the United Kingdom Public Sector Internal Audit Standards, and the Institute of Internal Auditors' Code of Ethics and International Standards. The Internal Audit Charter for the Internal Audit Service and the strategy for delivering the internal audit plan were agreed by the Joint Audit Committee. Implementing good practices in transparency, reporting and audit to deliver effective accountability.

The Internal Audit Service works to a risk-based Internal Audit Plan that is approved by the Section 151 Officer, following consultation with Service Unit Heads. The Annual Audit Plan (and progress against it) is reported throughout the year to the Joint Audit Committee and the Corporate Team.

This supports and assists management in determining the interventions necessary to optimise the achievement of the intended outcomes of plans and service delivery.

In addition the Internal Audit Section undertakes fraud investigation and proactive fraud detection work which includes reviewing the control environment in areas where fraud or irregularity has occurred. Significant weaknesses in the control environment identified by Internal Audit are reported to management and the Joint Audit Committee.

The review and monitoring of strategic risks is undertaken by the Corporate Team and reported regularly to the Joint Audit Committee. Managing risks and performance through robust internal control and strong public financial management.

Grant Thornton's Audit Findings Report and Annual Audit Letter are considered by the Corporate Team and the Joint Audit Committee on behalf of the Council. The Council ensures that corrective action plans are in place for key issues identified through these reviews.

Services use a range of national and local measures to monitor and report progress to Strategic Directors and Portfolio Holders on delivering their business plans.

The on-going review of the governance arrangements and the control environment included:

INTERNAL AUDIT OPINION

Management are responsible for maintaining adequate and effective control systems, managing risks and complying with Governance arrangements. Internal Audit reviews risk based systems and processes.

The opinion concludes on the overall adequacy and effectiveness of the Councils' framework of governance, risk management and control.

Assurance Rating	Number of Audit Reviews in 2018/19	% against total reviews completed
Substantial Assurance - There is a strong system of control designed to achieve the system objectives with controls being consistently applied.	1	4%
Adequate Assurance - Whilst there is basically a sound system, there are weaknesses which may put some of the system objectives at risk.	15	88%
Limited Assurance - Weaknesses in the system of controls are such as to put system objectives at risk.	2	8%
No Assurance - Control is generally weak leaving the system open to significant error or abuse.	0	0%
Total Number of Audit Reviews Completed	18	
Reviews currently 'work in progress'	6	

Assurance Rating	Number of Audit Reviews in 2018/19	% against total reviews completed
Total Number of Audit Reviews to be undertaken in 2018/19	24	

18 audit reviews have been finalised and reported in 2018/19. 6 are currently work in progress.

The Assurance Framework demonstrates that key assurances have been reviewed across all of the Council's services.

In forming the annual opinion, third party assurance was collected from the Borough of Poole in relation to the SVPP Debtors audit review. 65 days of auditor resource was purchased from Portsmouth City Council.

Based on the work undertaken by Internal Audit during 2018/19, it is the opinion of Internal Audit that:

- Managers are aware of the importance of maintaining internal controls, managing risks and working to good governance standards and accept recommendations made by Internal Audit to improve any weaknesses identified.
- The systems and internal control arrangements have generally been adequate.
- Where significant weaknesses were identified during the year, high priority recommendations have been made and accepted by Management. Progress made against the high priority recommendations are monitored quarterly by the Joint Audit Committee.
- Counter fraud arrangements are in place to deter and detect fraud, however, these arrangements require updating.

It is therefore the opinion of Internal Audit that an overall assurance level of 'adequate' is given for the adequacy and effectiveness of the Councils' framework of governance, risk management and control.

- A CIPFA/SOLACE checklist is used to assess the Authority's performance against seven core principles of good governance.
- Annual Management Assurance Statements produced and signed off by Service Unit Heads in respect of governance and internal control issues.
- Review of external audit and other inspection agency reports received during the year, as follows:

(i) Grant Thornton – Annual Audit Letter 2017/18

The Annual Audit Letter was reported to the Joint Audit Committee in September 2018 and summarised the findings from the 2017/18 audit and included the messages arising from Grant Thornton's audit of the Council's financial statements and the results of the work

undertaken to assess the Council's arrangements to secure value for money in the use of resources.

The report gave an unqualified opinion confirming that the financial statements were free from material error. The report stated that the financial statements and supporting working papers presented for audit were of a good quality and received by the deadline. The report gave an unqualified conclusion in respect of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources.

5. Significant Governance Issues

Governance issues can be put into two groups:

- (i) Elements of the governance framework for which the compliance assessment has identified that some improvement is necessary to provide full assurance;
- (ii) Issues that the governance framework has identified and which require action to mitigate the exposure of the Council. These are all contained within the Strategic Risk Register.

In the first group there were no elements of the framework for which the judgement is that Christchurch Borough Council was not compliant.

5.1 Elements of the Governance Framework where Improvement is Necessary

There were no elements of the Governance Framework which were considered to need addressing.

5.2 Elements from the Strategic Risk Register

The second group are issues that involve a significant financial or reputational risk to the Council. A prime purpose of the governance framework is to minimise the occurrence of such risks and ensure that any which do arise are highlighted so that appropriate mitigating action can be taken. These issues are largely substantial challenges to be managed over the long term. Many of the headings are the same as in previous years although the details change over time.

- a) Not responding adequately to a Business Continuity Event.

A significant amount of work has been undertaken in recent years to improve the Council's resilience should an event arise that interrupts our business continuity. It is recognised that not responding adequately to such an event could still have a critical impact upon the Council, although the probability of this happening is reduced through the mitigating actions that have been put in place. Further mitigating actions required include reviewing the Council's data centre resilience measures.

- b) Recruitment and Retention

The Council has recognised the increasing difficulty that some specialist areas of work are having in recruiting suitably qualified and experienced members of staff. This is expected to be compounded by Local Government Reorganisation in Dorset. This risk did not materialise to such an extent that it was an issue.

c) Development Management

Additional pressure and volumes within the Development Management service have increased the risk of delays and the potential for complaints which could result in legal action being taken against the Council. The Council has already put in place significant improvements and control measures to reduce this risk and recognises that this level of improvement must continue and be closely monitored. Service Improvements continued throughout the year.

d) Resilience of ICT Systems

The Council has recognised that the increasing transfer to new ways of working for officers, Members and our stakeholders, places considerable reliance on multiple ICT systems and integrated communication networks. Some of this reliance is placed on third party suppliers. The Council has recognised the risk to the potential interruption to our service delivery and is working to mitigate this risk as much as possible to reduce the impact of temporary interruptions on officers, Members and our stakeholders. Further mitigating actions to be taken include renewal of the ICT Strategy, reviewing data centre resilience arrangements and replacement of legacy servers.

e) Capacity

The Council has recognised that the rapid pace of a change being brought about by LGR is affecting the capacity of some teams. The partnership has identified a number of mitigation controls to support staff as much as possible through what can be a challenging time and monitored indicators such as staff absence.

G. FARRANT
CHIEF EXECUTIVE
31 MARCH 2019

V. SLADE
LEADER OF THE COUNCIL
31 MARCH 2019

On behalf of Christchurch Borough Council.

Independent auditor's report to the members of Bournemouth Christchurch and Poole Council in respect of Christchurch Borough Council

Report on the Audit of the Financial Statements

Opinion

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

In our opinion, the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

Emphasis of Matter - Local Government Reorganisation in Dorset

We draw attention to the disclosures made in note 7 to the core financial statements concerning local government reorganisation in Dorset. As stated in note 7, the Authority ceased to exist from 1 April 2019 on the creation of two new unitary authorities in Dorset and from 1 April 2019, the Authority's services, functions, assets and liabilities transferred to Bournemouth, Christchurch and Poole Council. Our opinion is not modified in respect of this matter.

Other information

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

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge of the Authority obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Other information we are required to report on by exception under the Code of Audit Practice

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

We have nothing to report in this regard.

Opinion on other matter required by the Code of Audit Practice

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

Matters on which we are required to report by exception

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

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

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

Responsibilities of the Authority, the Chief Financial Officer and Those Charged with Governance for the financial statements

As explained more fully in the Responsibility for the Statement of Accounts set out on pages 12 to 13, the Authority is required to make arrangements for the proper administration of its financial affairs and to secure that one of its officers has the responsibility for the administration of those affairs. In this authority, that officer is the Chief Financial Officer. 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 2018/19, for being satisfied that they give a true and fair view, and for such internal control as the Chief Financial Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

The Audit and Governance Committee of Bournemouth, Christchurch and Poole Council as successor body to Christchurch Borough Council is Those Charged with Governance. Those charged with governance are responsible for overseeing the Authority's financial reporting process.

Auditor's responsibilities for the audit of the financial statements

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

aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

Report on other legal and regulatory requirements - Conclusion on the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

Conclusion

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

Responsibilities of the Authority

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

Auditor's responsibilities for the review of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources

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

We have undertaken our review in accordance with the Code of Audit Practice, having regard to the guidance on the specified criterion issued by the Comptroller and Auditor General in November 2017, as to whether in all significant respects the Authority had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people. The Comptroller and Auditor General determined this criterion as that necessary for us to consider under the Code of Audit Practice in satisfying ourselves whether the Authority put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2019.

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

Report on other legal and regulatory requirements – Certificate

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

Use of our report

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

Alex Walling, Key Audit Partner
for and on behalf of Grant Thornton UK LLP, Local Auditor

Bristol

Glossary Of Terms

Glossary of Terms

Accounting Policies

Those principles, bases, conventions, rules and practices applied by an entity that specify how the effects of transactions and other events are to be reflected in its financial statements.

Accruals

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

Assets

Items that are of worth and are measurable in terms of money.

Actuarial Gains & Losses

For a defined benefit pension scheme, the changes in actuarial deficits or surpluses that arise because:

- a) events have not coincided with the actuarial assumptions made for the last valuation (experience gains and losses); or
- b) the actuarial assumptions have changed.

Billing Authority

This is an authority which has the task of collecting the council tax and business rates from within its geographical area.

Capital Expenditure

Expenditure on the acquisition of a fixed asset or expenditure, which adds to, and not merely maintains, the value of an existing fixed asset.

Capital Receipts

Income from the sale of assets which can be used to finance additional capital expenditure or pay off debt.

Community Assets

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

Consistency

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

Current Service Cost (Pensions)

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

Curtailement

For a defined benefit scheme, an event that reduces the expected years of future service of present employees or reduces for a number of employees the accrual of defined benefits for some or all of their future service. Curtailments include:

- a) termination of employees' services earlier than expected; and

- b) termination, or amendment to the terms of, a defined benefit scheme so that some or all future service by current employees will no longer qualify for benefits or will qualify only for reduced benefits.

Defined Benefit Scheme

A pension or other retirement benefit scheme where the rules define the benefits independently of the contributions payable and the benefits are not directly related to the investments of the scheme.

Depreciation

The measure of the cost or revalued amount of the benefits of the fixed asset that have been consumed in the period. Consumption includes the wearing out, using up or other reduction in the useful life of a fixed asset, whether arising from use, the passage of time or obsolescence through technological or other changes.

Discretionary Benefits

Retirement benefits which the employer has no legal, contractual or constructive obligation to award and which are awarded under the Council's discretionary powers as set out in the Local Government (Discretionary Payments) Regulations 1996.

Expected Rate of Return on Pensions Assets

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

Estimation Techniques

The methods adopted by an entity to arrive at estimated monetary amounts corresponding to the measurement bases selected for assets, liabilities, gains, losses and changes to reserves.

Events After the Balance Sheet Date

Events after the balance sheet date are those events, favourable or unfavourable, that occur between the balance sheet date and the date when the Statement of Accounts is authorised for issue.

Exceptional Items

Material items, possessing a high degree of abnormality, which derive from events or transactions that fall outside the ordinary activities of the Council and which are not expected to recur.

Extraordinary Items

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

Fair Value

The fair value of an asset is the price at which it could be exchanged in an arm's length transaction less, where applicable, any grants receivable towards the purchase or use of the asset.

Finance Lease

A finance lease is one that transfers substantially all of the risks and rewards of ownership of a fixed asset to the lessee.

Going Concern

The concept that the Council will remain in operational existence for the foreseeable future, in particular that the revenue accounts and balance sheet assume no intention to curtail significantly the scale of operations.

Impairment of Assets

Where there is reason to believe that the value of a fixed asset has decreased materially in the period, the valuation is adjusted accordingly; this adjustment is known as impairment.

Infrastructure Assets

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

Intangible Assets

Non-financial fixed assets that do not have physical substance and are controlled by the entity through custody or legal rights. An example of an intangible asset is computer software.

Interest Cost (Pensions)

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

Leasing

A method of financing tangible assets where a rental is paid over a period of time. A Finance Lease involves the payment of the full cost of the asset and at the end of the leasing period the asset will belong to the authority. An Operating Lease involves the payment of a rental for the use of the asset and at the end of the leasing period the asset is returned to the lessor.

Liquid Resources

Current asset investments that are readily disposable by the Council without disrupting its business and are either readily convertible to known amounts of cash at or close to the carrying amount, or traded in an active market.

Net Book Value

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

Net Current Replacement Cost

The cost of replacing or recreating the particular asset in its existing condition and in its existing use, i.e. the cost of its replacement or of the nearest equivalent asset, adjusted to reflect the current condition of the existing asset.

Net Realisable Value

The open market value of an asset in its existing use (or open market value in the case of non-operational assets), less the expenses to be incurred in realising the asset.

Non-Current Assets

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

Outturn

The final actual income and expenditure earned or incurred in the financial year.

Past Service Cost

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

Precepts

The method by which a non-billing authority obtains the income it requires to fund its expenditure by making a levy on the relevant billing authorities in its area.

Prior Period Adjustments

Those material adjustments applicable to prior years arising from changes in accounting policies or from the correction of fundamental errors. A fundamental error is one that is of such significance as to destroy the validity of the financial statements. They do not include normal recurring corrections or adjustments of accounting estimates made in prior years.

Prior Period Errors

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

Projected Unit Method

An accrued benefits valuation method in which the scheme liabilities make allowance for projected earnings. The scheme liabilities at the valuation date relate to:

- a) the benefits for pensioners and deferred pensioners (individuals who have ceased to be active members but are entitled to benefits payable at a later date) and their dependents, allowing, where appropriate, for future increases; and
- b) the accrued benefits for members in service on the valuation date.

The accrued benefits are the benefits for service up to a given point in time, whether vested rights or not.

Related Parties

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

- (i) one party has direct or indirect control of the other party; or
- (ii) the parties are subject to common control from the same source; or

- (iii) one party has influence over the financial and operational policies of the other party to an extent that the other party might be inhibited from pursuing at all times its own separate interests; or
- (iv) the parties, in entering a transaction, are subject to influence from the same source to such an extent that one of the parties to the transaction has subordinated its own separate interests.

Related Party Transaction

A related party transaction is the transfer of assets or liabilities or the performance of services by, to or for a related party irrespective of whether a charge is made.

Retirement Benefits

All forms of consideration given by an employer in exchange for services rendered by employees that are payable after the completion of employment. Retirement benefits do not include termination benefits payable as a result of either:

- a) an employer's decision to terminate an employee's employment before the normal retirement date; or
- b) an employee's decision to accept voluntary redundancy in exchange for those benefits.

Revenue Expenditure Funded from Capital Under Statute

Expenditure which may properly be deferred, but which does not result in, or remain matched with, tangible assets.

Scheme Liabilities

The liabilities of a defined benefit scheme for outgoings due after the valuation date. Scheme liabilities measured using the projected unit method reflect the benefits that the employer is committed to provide for service up to the valuation date.

Settlement

An irrevocable action that relieves the employer or the defined benefit scheme of the primary responsibility for a pension obligation and eliminates significant risks relating to the obligation and the assets used to effect the settlement. Settlements include:

- a) a lump-sum cash payment to scheme members in exchange for their rights to receive specified pension benefits
- b) the purchase of an irrevocable annuity contract sufficient to cover vested benefits
- c) the transfer of scheme assets and liabilities relating to a group of employees leaving the scheme.

Vested Rights

For active members of a defined benefit scheme, benefits to which they would unconditionally be entitled on leaving the scheme, for deferred pensioners their preserved benefits and for pensioners, pensions to which they are entitled. Vested rights include related benefits to spouses and other dependents.