
Chief Executive's Office

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Date: 25 September 2006

Chief Executive: Donna Hall

Chorley
Council

Town Hall
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Dear Councillor

AUDIT COMMITTEE - TUESDAY, 26TH SEPTEMBER 2006

I am now able to enclose, for consideration at the above meeting of the Audit Committee, the following reports that were unavailable when the agenda was printed.

Agenda No Item

4. **Annual Governance Report (Pages 1 - 30)**

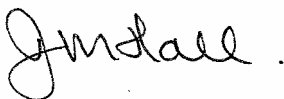
Report of the Audit Commission (enclosed).

7. **Financial Statement year ended 31 March 2006 (Pages 31 - 100)**

To consider and approve the Financial Statement Year Ended 31 March 2006. (enclosed).

Report of the Director of Finance (enclosed).

Yours sincerely



Chief Executive

Encs

Distribution

1. Agenda and reports to all Members of the Audit Committee for attendance (Councillor John Wilson (Chair), Councillor Anthony Gee (Vice Chair) and Councillors Magda Cullens, Keith Iddon, Geoffrey Russell, Shaun Smith, Mrs Joyce Snape and Mary Wilson)
2. Agenda and reports to Gary Hall (Director of Finance), Donna Hall (Chief Executive), Barclay (Audit and Risk Manager), Armstrong (Assistant Audit Manager) and Dianne Scambler (Trainee Democratic Services Officer) for attendance.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون کیجئے: 01257 515823

Annual Governance Report

September 2006



Annual governance report

Chorley BC

Audit 2005/06

External audit is an essential element in the process of accountability for public money and makes an important contribution to the stewardship of public resources and the corporate governance of public services.

Audit in the public sector is underpinned by three fundamental principles:

- auditors are appointed independently from the bodies being audited;
- the scope of auditors' work is extended to cover not only the audit of financial statements but also value for money and the conduct of public business; and
- auditors may report aspects of their work widely to the public and other key stakeholders.

The duties and powers of auditors appointed by the Audit Commission are set out in the Audit Commission Act 1998 and the Local Government Act 1999 and the Commission's statutory Code of Audit Practice. Under the Code of Audit Practice, appointed auditors are also required to comply with the current professional standards issued by the independent Auditing Practices Committee.

Appointed auditors act quite separately from the Commission and in meeting their statutory responsibilities are required to exercise their professional judgement independently of both the Commission and the audited body.

Status of our reports to the Authority

The Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission explains the respective responsibilities of auditors and of the audited body. Reports prepared by appointed auditors are addressed to members or officers. They are prepared for the sole use of the audited body. Auditors accept no responsibility to:

- any member or officer in their individual capacity; or
- any third party.

Copies of this report

If you require further copies of this report, or a copy in large print, in Braille, on tape, or in a language other than English, please call 0845 056 0566.

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Purpose of this report

- 1 This is our annual governance report covering the audit of the Authority for the year ended 31 March 2006 and is presented by the District Auditor, Mike Thomas.
- 2 We are required by the Audit Commission's statutory Code of Audit Practice for local government bodies (the Code) to issue a report to those charged with governance summarising the conclusions from our audit work. For the purposes of this report, the Authority's Audit Committee is considered to fulfil the role of those charged with governance and references to the Committee should be read as such.
- 3 We are also required by professional auditing standards to report to the Committee certain matters before we give our opinion on the financial statements. The section of this report covering the financial statements fulfils this requirement.
- 4 The principle purposes of the report are:
 - to reach a mutual understanding of the scope of the audit and the respective responsibilities of the auditor and the Committee;
 - to share information to assist both the auditor and the Committee to fulfil their respective responsibilities; and
 - to provide the Committee with recommendations for improvement arising from the audit process.
- 5 The Audit Commission has circulated to all audited bodies a statement of responsibilities of auditors and audited bodies that summarises the key responsibilities of auditors. Our audit has been conducted in accordance with the principles set out in that statement.

Scope of the report

- 6 In undertaking our audit we comply with the statutory requirements of the Audit Commission Act 1998 and the Code. Auditors' responsibilities are to review and report on, to the extent required by the relevant legislation and the requirements of the Code:
 - the Authority's financial statements; and
 - whether the Authority has made proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

- 7 Our risk assessment and planned response to the key audit risks was summarised in our audit and inspection plan. A summary of our responsibilities and audit approach is included in Appendix 1. The annual governance report summarises the significant findings, conclusions and recommendations arising from our audit work. The results of our inspection work, and our separate grant claims' certification programme, will be reported in the Annual Audit and Inspection Letter early next year.
- 8 We have issued separate reports during the year having completed specific aspects of our programme and these are listed in Appendix 2. Appendix 3 provides information about the fee charged for our audit and Appendix 4 sets out the requirements in respect of our independence and objectivity.

Key messages

Financial statements

- 9 Our work on the financial statements is now substantially complete. We will issue an unqualified opinion on 22 September 2006 (a draft report is attached at Appendix 5).

Use of resources

- 10 Our work on the Authority's arrangements to secure economy, efficiency and effectiveness in its use of resources is now complete. We will issue an unqualified conclusion on the use of resources (the VFM conclusion) on 22nd September 2006 and a draft report is attached at Appendix 5.

Financial statements

- 11 We are required to give an opinion on whether the Authority's financial statements present fairly the financial position of the Authority as at 31 March 2006 and its income and expenditure for the year then ended.

Status of the audit

- 12 Our work on the financial statements is now substantially complete. Subject to the satisfactory conclusion of the work outstanding, we anticipate being able to issue an unqualified opinion by 29th September.
- 13 We have the following matters to draw to the Committee's attention.

Matters to be reported to the Audit Committee

- 14 We have the following matters to draw to the Audit Committee's attention.

Expected modifications to the auditors' report

- 15 On the basis of our audit work, we propose to issue an unqualified audit report. A draft report is attached at Appendix 5.

Uncorrected misstatements

- 16 There are no uncorrected misstatements.

Adjusted misstatements

- 17 To assist you in fulfilling your governance responsibilities, we are required to consider reporting adjusted misstatements to you where these are material. All significant misstatements in the financial statements identified during the audit have been amended and only those that are 'clearly trivial' as defined in professional auditing standards remain uncorrected. A complete listing of all amendments has been provided to officers.
- 18 One material amendment to the accounts which is of sufficient significance for us to bring them to your attention to assist you in fulfilling your governance responsibilities is set out in Table 1 below.

Table 1 Adjusted misstatement in the financial statements

Details of the one significant adjustment made to the financial statements

Issue	Value of misstatement	Impact on surplus/(deficit)
<p>Consolidated Balance Sheet Section 106 Agreements</p> <p>The SORP states that revenue related s106 agreement contributions should be credited to the balance sheet as a receipt in advance. For capital related agreements, until the S106 contributions are applied they should be held as "developer's contributions unapplied".</p> <p>The Council have incorrectly accounted for the capital related agreements.</p>	<p>£5.76m</p>	<p>No impact on the surplus/deficit as it is a classification issue only.</p>

- 19 On receipt of first draft of accounts on 29th June 2006 our initial review identified a significant movement year on year, on housing cost of services within the General Fund which highlighted a £12.5m error. This was the result of HRA benefits grant being deducted from gross expenditure on consolidation into the General Fund. The material misstatement was identified through an objective year on year comparison of the financial statements and we recommend that in future a similar review is carried out by a senior finance officer prior to the financial statements being approved by the Authority. The error was reported back in time for amendment before initial Accounts Committee approval.

Recommendations

R1 Carry out an objective analytical review of the financial statements prior to their submission for approval.

Qualitative aspects of accounting practices and financial reporting

- 20 Our audit includes consideration of the qualitative aspects of the financial reporting process including matters that have a significant impact on the relevance, reliability, comparability, understandability and materiality of the information provided by the financial statements. Following our work in this area we do not have any matters to bring to the Committee's attention. Significant improvement in the SORP checklist compliance has been achieved in 2005/2006.

- 21 Minor amendments were necessary to the wording of several notes and statements to improve clarity, including:
- Disclosure of undischarged obligations arising from long term contracts such as the Leisure contract
 - Pension note did not separately disclose £409,000 of curtailment loss in year.
- 22 No further action is required for these qualitative aspects of the accounting arrangements.

Internal control arrangements

- 23 We will report to officers the findings of our work on those financial and information systems that provide material input to the financial statements. Our audit did not identify any material weaknesses in the systems of accounting and financial controls which we should report to you.
- 24 We have not provided a comprehensive statement of all weaknesses which may exist in internal control or of all improvements which may be made, but have addressed only those matters which have come to our attention as a result of the audit procedures we have performed. The matters arising from this aspect of our work, that we wish to draw to the attention of the Committee, are IT risk related issues :
- Change control procedures documentation needs to be improved due to the lack of formal mechanisms for most IT system or programme changes
 - An Internal Audit IT controls review found IT policies are not always fully put into practice with Audit Commission identified risk areas being access control, network security and manual intervention controls.

<i>Recommendations</i>
<i>R2 Ensure change control procedures documentation has a formal mechanism for all IT system or programme changes.</i>

Matters specifically required by other auditing standards

- 25 Other auditing standards require us to consider and report to the Committee issues where:
- we suspect or detect fraud;
 - there is an inconsistency between the financial statements and other information in documents containing the financial statements; and
 - there is non-compliance with legislative or regulatory requirements and related authorities.

We have no such matters to report.

Any other matters of governance interest

- 26 There are a number of other issues that are significant in the context of the Committee discharging its governance responsibilities. These are detailed in Table 2.

Table 2 Other matters of governance interest

Items for the Committee to note

Area	Auditor responsibility	Impact
Statement of internal control (SIC)	The auditor reviews the SIC for compliance with the requirements of proper practice as specified by CIPFA and consistency with other information from the audit of the financial statements.	The SIC complies with the requirements specified by CIPFA and it is consistent with the other information we are aware of from our audit of the financial statements.
Whole of Government Accounts' (WGA) consolidation pack	The auditor is responsible for issuing a report on the consistency of the Authority's WGA consolidation pack with the statutory financial statements.	This work will start shortly and we expect to issue our report by 6th October 2006.
Related parties disclosures	Review of related parties transactions from Authority's analysis of registers of interest.	Authority needs to review registers and payments to outside bodies to establish if a related party disclosure is required.
Working papers	To complete the audit on a timely basis in accordance with the SORP deadlines.	Although improvements secured through the production of electronic working papers some delays on receipt of documents was experienced.

Recommendations

- R3 *Review registers and payments to outside bodies to establish if a related party disclosure is required.*

R4 Ensure future electronic working papers are supported by prompt responses on audit queries.

Letter of representation

- 27 We obtain written representations from management as an acknowledgement of its responsibility for the fair presentation of the financial statements and as audit evidence on matters material to the financial statements. The text of the required letter of representation is included at Appendix 6. This letter must be signed by the Director of Finance and the Leader before we can issue the audit opinion on the accounts.

Next steps

- 28 We are drawing these matters to the Committee's attention so that:
- you can consider them before the financial statements are approved and certified; and
 - the letter of representation can be signed on behalf of the Authority and the Committee before we issue our opinion on the financial statements.

Use of resources

Value for money conclusion

- 29 The Code requires us to reach a conclusion on whether we are satisfied that the Authority has proper arrangements in place for securing economy, efficiency and effectiveness in its use of resources (the value for money conclusion). In meeting this responsibility, we will review evidence that is relevant to the Authority's corporate performance management and financial management arrangements. Our work in reaching the value for money conclusion is integrated with our work on the use of resources assessment which was reported to the Authority in March 2006. The VFM conclusion has been reached by assessing whether the Authority meets 12 specified VFM criteria.
- 30 The Authority has met the minimum standard for all twelve criteria. In a number of areas it performs well and in particular has good arrangements in place for value for money and asset management. Appendix 8 summarises the VFM criteria and our assessment of the Authority arrangements for each.
- 31 In other areas there is still scope to develop the Authority's arrangements, in particular:
 - Data quality - The first stage of our work on data quality which looks at the corporate management arrangements has been complete and the Authority currently meets the required minimum standards. We are currently carrying out spot check work on a number of performance indicators. The result of the overall audit of data quality will be reported separately on its completion. There are a number of areas where data quality arrangements can be further improved.
 - Probity - The Authority has continued to make progress in relation to probity and anti fraud and corruption measures. The recently adopted whistle blowing policy needs to be embedded within the Authority, including it being shared with partners, as part of the promotion of setting standards of high ethical governance.

Recommendations
<i>R5 Further develop recent improvements to the performance information data quality arrangements.</i>
<i>R6 Ensure whistle blowing policy and wider ethical governance arrangements become fully embedded.</i>

Use of auditors' statutory powers

- 32 Auditors are required to consider the exercise of certain statutory powers during the course of the audit, as summarised in Table 3 below.

Table 3 Use of statutory powers

Issue	Auditor responsibility	Impact
Section 8 reports	Section 8 of the Act requires that auditors should consider whether, in the public interest, they should report on any matter that comes to their attention in the course of the audit so that it may be considered by the body concerned or brought to the attention of the public.	There have been no section 8 reports in respect of the financial year 2005/2006.
Section 11 recommendations	To consider whether a written recommendation should be made to the audited body requiring it to be considered and responded to publicly.	There have been no s11 recommendations.
Best value	To consider whether to recommend that the Audit Commission should carry out a best value inspection of the Authority under section 10 of the Local Government Act 1999 and/or that the Secretary of State should give a direction under section 15 of that Act.	Our work in respect of the Authority's 2005/2006 Best Value Performance Plan (BVPP) was reported in the 2004/2005 annual audit and inspection letter. No recommendations were made to the Audit Commission or the Secretary of State.

Closing remarks

- 33 This report has been discussed and agreed with officers and presented to the Committee on 26th September 2006.
- 34 The report makes 3 recommendations and an action plan is included at Appendix 7, which includes responses from management and indicative target dates for the implementation of recommendations.
- 35 The Authority has taken a positive and constructive approach to our audit and I would like to take this opportunity to express my appreciation for the Authority's assistance and co-operation.

Michael Thomas

District Auditor

September 2006

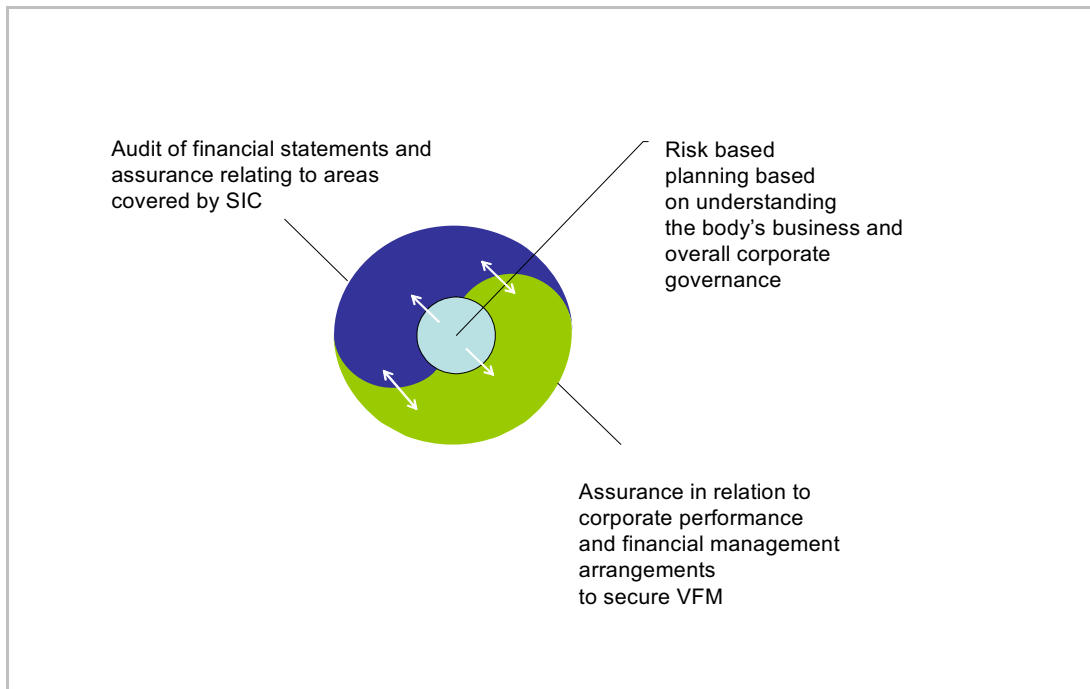
Appendix 1 – Audit responsibilities and approach

Audit objectives

- 1 Our objective as your appointed auditor is to plan and carry out an audit that meets the requirements of the Code of Audit Practice. We adopt a risk-based approach to planning our audit, and our audit work has focused on the significant risks that are relevant to our audit responsibilities.

Figure 1 Code of Audit Practice

Code of practice responsibilities



Approach to the audit of the financial statements

- 2 In our approach to auditing the financial statements, we adopt a concept of materiality. Material errors are those which might be misleading to a reader of the financial statements. We seek, in planning and conducting our audit of the accounts, to provide reasonable assurance that your financial statements are free of material misstatement. In planning our work we considered the arrangements of the Authority which had most impact on our opinion. These included:
- the standard of the overall control environment and internal controls;
 - reliance on internal audit;
 - the likelihood of material misstatement occurring from of material information systems; or a material error failing to be detected by internal controls;
 - any changes in financial reporting requirements; and
 - the effectiveness of procedures for producing the financial statements and supporting material.
 - The results of the above feed into our risk assessment which determines the level and type of testing undertaken on each element of the financial statements.

Approach to audit of arrangements to secure value for money

- 3 The scope of these arrangements is defined in paragraph 20 of the Code as comprising:
- corporate performance management; and
 - financial management arrangements.
- 4 Our conclusion is informed and limited by reference to relevant criteria covering specific aspects of audited bodies' arrangements, specified by the Code.

- 5 In planning audit work in relation to the arrangements for securing economy, efficiency and effectiveness in the use of resources we have considered and assessed relevant significant business risk. Significance is defined by the Code as 'a matter of professional judgment and includes both quantitative and qualitative aspects of the risk'.
- 6 The potential sources of assurance when reaching the value for money conclusion include:
 - the Authority's whole system of internal control as reported in its statement on internal control;
 - results from statutory inspections or the work of other regulators, for example, corporate assessments, service assessments (whether by the Commission or other regulators);
 - work specified by the Audit Commission, for example, the use of resources assessments, and data quality work;
 - links to the financial statements' audit, including review of internal audit, the SIC and budgetary control arrangements; and
 - other work necessary to discharge our responsibilities.

Appendix 2 – Audit reports issued

Table 4

Planned output	Planned date of issue	Actual date of issue	Addressee
Audit and inspection plan	Draft by 31 March 2005	Draft issued April 2005 with Final issued May 2006	Management
Annual governance report	September 2006	September 2006	Audit Committee
Opinion on financial statements	By 29 September 2006	Planned to issue by 29 September 2006	Audit Committee
Value for money conclusion	By 30 September 2006	Planned to issue by 30 September 2006	Audit Committee
Final accounts memorandum	October 2006	October 2006	Management
Use of resources assessments	March 2006	March 2006	Audit Committee/ Management
BVPP and PI report	November 2005	December 2005	Audit Committee/ Management

Appendix 3 – Fee information

Table 5

Fee estimate	Plan 2005/06	Actual 2005/06
Audit/ Accounts*	53,923	60,814
Inspection	8,370	6,031
Use of resources	33,636	33,422
Total audit fees**	95,929	100,267

* Increase due to impact of the International Standards on Auditing (UK and Ireland) (ISAs) on the audit

** The outturn on inspection and grant certification fees will be reported in the Annual Audit and Inspection Letter

20 Annual governance report | Appendix 4 – The Audit Commission's requirements in respect of independence and objectivity

Appendix 4 – The Audit Commission's requirements in respect of independence and objectivity

- 1 We are required by the standard to communicate following matters to the Audit Committee:
 - the principal threats, if any to objectivity and independence identified by the auditor, including consideration of all relationships between the Authority, directors and the auditor;
 - any safeguards adopted and the reasons why they are considered to be effective;
 - any independent partner review;
 - the overall assessment of threats and safeguards; and
 - information about the general policies and processes for maintaining objectivity and independence.
- 2 We are not aware of any relationships that may affect the independence and objectivity of the team, and which are required to be disclosed under auditing and ethical standards.

Appendix 5 – Independent auditor's report to Chorley Borough Council

Independent auditor's report to the Members of Chorley Borough Council

Opinion on the financial statements

- 3 I have audited the financial statements of Chorley Borough Council for the year ended 31st March 2006 under the Audit Commission Act 1998, which comprises of the Consolidated Revenue Account, the Collection Fund, the Consolidated Balance Sheet, the Statement of Total Movements in Reserves, the Cash Flow Statement and the related notes. These financial statements have been prepared under the accounting policies set out within them.
- 4 This report is made solely to Chorley Borough Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 36 of the Statement of Responsibilities of Auditors and of Audited Bodies prepared by the Audit Commission.

Respective responsibilities of the Chief Finance Officer and auditors

- 5 The Chief Finance Officer's responsibilities for preparing the financial statements in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2005 are set out in the Statement of Responsibilities.
- 6 My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).
- 7 I report to you our opinion as to whether the financial statements presents fairly the financial position of the Authority in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2005.
- 8 I review whether the statement on internal control reflects compliance with CIPFA's Statement on Internal Control in Local Government: Meeting the Requirements of the Accounts and Audit Regulations 2003 published in 2004. I report if it does not comply with proper practices specified by CIPFA or if the statement is misleading or inconsistent with other information we are aware of from our audit of the financial statements. I am not required to consider, nor have I considered, whether the statement on internal control covers all risks and controls. I am also not required to form an opinion on the effectiveness of the Authority's corporate governance procedures or its risk and control procedures.

22 Annual governance report | Appendix 5 – Independent auditor's report to Chorley Borough Council

- 9 I read the explanatory foreword information published with the financial statements and the summary of the Authority's accounts and consider whether it is consistent with the audited financial statements. I consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies. Our responsibilities do not extend to any other information.

Basis of audit opinion

- 10 I conducted my audit in accordance with the Audit Commission Act 1998, the Code of Audit Practice issued by the Audit Commission and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Committee. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Authority in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Authority's circumstances, consistently applied and adequately disclosed.
- 11 I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

- 12 In my opinion the financial statements present fairly, in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2005, the financial position of the Authority as at 31 March 2006 and its income and expenditure for the year then ended.

Mike Thomas

Audit Commission, Aspinall Close, Middlebrook, Bolton, BL6 6QQ

27th September 2006

Conclusion on arrangements for securing economy, efficiency and effectiveness in the use of resources

Authorities responsibilities

- 13 The Authority is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and regularly to review the adequacy and effectiveness of these arrangements.
- 14 Under the Local Government Act 1999, the Authority is required to prepare and publish a best value performance plan summarising the Authority's assessment of its performance and position in relation to statutory duty to make arrangements to ensure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

Auditor's responsibilities

- 15 I am required by the Audit Commission Act 1998 to be satisfied that proper arrangements have been made by the Authority for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the Audit Commission requires me to report to you my conclusion in relation to proper arrangements, having regard to relevant criteria specified by the Audit Commission for principal local authorities. I report if significant matters have come to our attention which prevent me from concluding that the Authority has made such proper arrangements. I am not required to consider, nor have I considered, whether all aspects of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.
- 16 I am required by section 7 of the Local Government Act 1999 to carry out an audit of the Authority's best value performance plan and issue a report.
 - certifying that I have done so;
 - stating whether I believe that the plan has been prepared and published in accordance with statutory requirements set out in section 6 of the Local Government Act 1999 and statutory guidance; and
 - where relevant, making any recommendations under section 7 of the Local Government Act 1999.

Conclusion

- 17 I have undertaken my audit in accordance with the Code of Audit Practice and I am satisfied that, having regard to the criteria for principal local authorities specified by the Audit Commission and published in June 2005, in all significant respects, Chorley Borough Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2006.

24 Annual governance report | Appendix 5 – Independent auditor’s report to Chorley Borough Council

Best Value Performance Plan

- 18 I issued my statutory report on the audit of the Authority’s best value performance plan for the financial year 2005-06 on 12th December 2005. I did not identify any matters to be reported to the Authority and made no recommendations on procedures in relation to the plan.

Certificate

I certify that I have completed the audit of the accounts in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission.

Signature..... Date.....

Mike Thomas, District Auditor

Appendix 6 – Letter of representation

Chorley Borough Council - Audit for the year ended 31 March 2006

We confirm to the best of our knowledge and belief, having made appropriate enquiries of other directors and officers of Chorley Borough Council that the following representations given to you in connection with your audit of the Chorley Borough Council's financial statements for the year ended 31 March 2006.

We acknowledge our responsibility under the relevant statutory authorities for preparing the financial statements which give a true and fair view and for making accurate representations to you.

The Council has no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

Supporting records

All the accounting records have been made available to you for the purpose of your audit and all the transactions undertaken by the Chorley Borough Council have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all Council/ Committee meetings, have been made available to you.

Related party transactions

We confirm the completeness of the information provided regarding the identification of related parties.

The identity of, and balances and transactions with, related parties have been properly recorded and where appropriate, adequately disclosed in the financial statements.

Contingent liabilities

There are no other contingent liabilities, other than those that have been properly recorded and disclosed in the financial statements. In particular:

- there is no significant pending or threatened litigation, other than those already disclosed in the financial statements; and,
- there are no material commitments or contractual issues, other than those already disclosed in the financial statements;
- no financial guarantees have been given to third parties.

Law, regulations and codes of practice

There are no instances of non-compliance with laws, regulations and codes of practice, likely to have a significant effect on the finances or operations of Chorley Borough Council that have not been fully disclosed to you.

In all material respects, the expenditure and income disclosed in the financial statements has been applied to purposes intended by Parliament and the financial transactions conform to the authorities which govern them.

Fraud and error

We acknowledge our responsibility for the design and implementation of internal control systems to prevent and detect fraud and error. Such a system of internal controls has been implemented.

We are not aware of any:

- frauds involving management or employees who have significant roles in the system of internal accounting control;
- frauds involving other employees that could have a material effect on the financial statements;
- communications from regulatory agencies concerning non-compliance with, or deficiencies on, financial reporting practices which could have a material effect on the financial statements.

Post balance sheet events

Since 31 March 2006 no significant post balance sheet events have occurred which require adjustment or disclosure in the financial statements.

Signed on behalf of Chorley Borough Council

Director of Finance Gary Hall

Leader of the Council Cllr Goldsworthy

Signed

Name

Date

Appendix 7 – Action Plan

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
8	R1 Carry out an objective analytical review of the financial statements prior to their submission for approval.	2	Finance	Yes	Agree	For 2006-07 accounts
9	R2 Ensure change control procedures documentation has a formal mechanism for all IT system or programme changes	2	IT section/ Finance	Yes	Agree	December 2006
11	R3 Ensure future electronic working papers are supported by prompt responses on audit queries.	2	Finance	Yes	Agree	April 2007

Page no.	Recommendation	Priority 1 = Low 2 = Med 3 = High	Responsibility	Agreed	Comments	Date
	R4 Further develop recent improvements to the performance information data quality arrangements	2	Performance	Yes	Agree	March 2007
	R5 Ensure whistle blowing policy and wider ethical governance arrangements become fully embedded.	3	Finance and Internal Audit	Yes	Agree	March 2007

Appendix 8 VFM Criteria & Conclusions

Criteria	Assessment Yes/No
Strategic and operational objectives	
The body has put in place arrangements for setting, reviewing and implementing its strategic and operational objectives.	Yes
Communication	
The body has put in place channels of communication with service users and other stakeholders including partners, and there are monitoring arrangements to ensure that key messages about services are taken into account.	Yes
Performance management	
The body has put in place arrangements for monitoring and scrutiny of performance, to identify potential variances against strategic objectives, standards and targets, for taking action where necessary, and reporting to members.	Yes
Data quality	
The body has put in place arrangements to monitor the quality of its published performance information, and to report the results to members.	Yes
Internal control	
The body has put in place arrangements to maintain a sound system of internal control.	Yes
Risk management	
The body has put in place arrangements to manage its significant business risks.	Yes
Improving value for money	
The body has put in place arrangements to manage and improve value for money.	Yes
Financial strategy	
The body has put in place a medium-term financial strategy, budgets and a capital programme that are soundly based and designed to deliver its strategic priorities.	Yes
Financial standing	
The body has put in place arrangements to ensure that its spending matches its available resources.	Yes
Financial management	
The body has put in place arrangements for managing performance against budgets	Yes
Asset management	
The body has put in place arrangements for the management of its asset base.	Yes
Probity	
The body has put in place arrangements that are designed to promote and ensure probity and propriety in the conduct of its business.	Yes

Report of	Meeting	Date
Director of Finance	Audit Committee	26 September 2006

AMENDED STATEMENT OF ACCOUNTS 2005/06

PURPOSE OF REPORT

- To seek approval of the Council's amended Statement of Accounts for 2005/06.

CORPORATE PRIORITIES

- There are no specific direct implications for corporate priorities.

RISK ISSUES

- The issue raised and recommendations made in this report involve risk considerations in the following categories:

Strategy		Information	
Reputation	✓	Regulatory/Legal	✓
Financial	✓	Operational	
People		Other	

- The Council's Statement of Accounts has to be published in accordance with statutory deadlines and has to meet all accounting standards relevant to local authorities.

BACKGROUND

- The draft unaudited Statement of Accounts was presented for approval on 29 June 2006. Subsequently the Audit Commission has audited the accounts and subsequently I have made a number of amendments to comply with relevant disclosure requirements.

STATEMENT OF ACCOUNTS

- Attached to this report is an amended Statement of Accounts for 2005/06, which takes account of material issues raised by the auditors. Most changes are in respect of compliance with relevant disclosure requirements and these are listed below. In addition, there have been minor corrections to roundings and cross-referencing of figures.
- In addition to the changes recommended by the Audit Commission, I have reported a number of 'post balance sheet events', being matters that have arisen after the balance sheet date but before the date of issue of the Statement of Accounts. These are known as 'non adjusting' post balance sheet events and are included to aid understanding of the Council's financial position. These include the following:
 - The result of the stock transfer ballot means that the Council will transfer most Housing Revenue Account assets during 2006/07. See Note 12 to the Housing Revenue Account.

- The Council has paid £4.47 million of S106 contributions unapplied as at 31 March 2006 to the County Council during 2006/07. See Note 19 to the Consolidated Balance Sheet.
- The Council has received £0.856 million owing in respect of the Gillibrand Housing Development during 2006/07. See Note 9 to the Consolidated Balance Sheet.

MATERIAL AMENDMENTS

8. I have revised and added to the accounting policies included in the statement, including an explanation of the policies relating to events after the balance sheet date.
9. In the Consolidated Revenue Account (CRA), I have changed the presentation of accounting entries relating to the pension scheme to include a separate entry within Net Operating Expenditure for 'gains or losses on pension scheme settlements or curtailments'. These changes also include an amendment to the total for 'non distributed costs' within Net Cost of Services and the contribution from the pensions reserve within the Appropriations section of the account. These changes have not affected the surplus for the year. Note 7 to the CRA has been amended to reflect this change.
10. Also in the Consolidated Revenue Account, the Business Growth Incentive Grant has been merged with General Government Grants under Sources of Finance, because there is not a requirement to show it separately.
11. Note 10 to the CRA has been amended to comply with the disclosure requirement.
12. A new Note 13 to the CRA has been added, to disclose outstanding obligations under long-term contracts. The notes following have been renumbered.
13. A presentation change has been made to the Housing Revenue Account, moving £0.111 million of interest charged by the General Fund from the Cost of Capital Charge line to the Net HRA income or expenditure on the Asset Management Revenue Account line. This change does not affect the HRA surplus for the year.
14. In the Consolidated Balance Sheet (CBS), I have changed the presentation of Section 106 contributions received from developers, previously reported as Deferred Liabilities. These are now shown as Receipts in Advance within the total of Creditors, in respect of those sums received for revenue purposes; or as Developers' capital contributions unapplied, in respect of those for capital purposes. See the new Note 19 to the CBS. The notes following have been renumbered.
15. In the draft statement, the Housing Tenants debtor figure had been reported net of prepayments. This has now been adjusted to show prepayments within the total for creditors, the change being £0.159 million. See Note 11 to the CBS.
16. The presentation of Note 1 to the CBS has been changed to comply with the disclosure requirement. Note 8 to the CBS includes the figures for 2004/05 for comparison. Note 13 to the CBS now excludes Section 106 commuted sums.
17. I have added Note 23 to the CBS to comply with the disclosure requirement in respect of Euro preparation costs. In addition I have reported the date of issue of the statement to identify the period during which post balance sheet events are considered for inclusion in the statement.
18. I have made corrections to errors of presentation in the Statement of Total Movements in reserves and its notes. Minor changes have also been made to the Cash Flow Statement and the Collection Fund.

COMMENTS OF THE DIRECTOR OF HUMAN RESOURCES

19. There are no human resource implications arising from this report.

RECOMMENDATION(S)

20. That the Council's amended Statement of Accounts for 2005/06 are approved.

GARY HALL
DIRECTOR OF FINANCE

Background Papers			
Document	Date	File	Place of Inspection
Report of Director of Finance to Accounts Committee – Final Accounts 2005/06	29 June 2006		Town Hall

Report Author	Ext	Date	Doc ID
Michael L. Jackson	5490	25 September 2006	Statement of Accounts 2005-06.doc

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Chorley Council

FINANCIAL STATEMENT

Year Ended March 31, 2006



FINANCIAL STATEMENT
YEAR ENDED 31 MARCH 2006

LEADER OF THE COUNCIL

Councillor P Goldsworthy

DIRECTOR OF FINANCE

Gary Hall BA CPFA

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auditor's report to chorley borough council



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHORLEY BOROUGH COUNCIL

OPINION ON THE FINANCIAL STATEMENTS

- 1 I have audited the financial statements of Chorley Borough Council for the year ended 31st March 2006 under the Audit Commission Act 1998, which comprises of the Consolidated Revenue Account, the Collection Fund, the Consolidated Balance Sheet, the Statement of Total Movements in Reserves, the Cash Flow Statement and the related notes. These financial statements have been prepared under the accounting policies set out within them.
- 2 This report is made solely to Chorley Borough Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 36 of the Statement of Responsibilities of Auditors and of Audited Bodies prepared by the Audit Commission.

RESPECTIVE RESPONSIBILITIES OF THE CHIEF FINANCE OFFICER AND AUDITORS

- 3 The Chief Finance Officer's responsibilities for preparing the financial statements in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2005 are set out in the Statement of Responsibilities.
- 4 My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).
- 5 I report to you our opinion as to whether the financial statements presents fairly the financial position of the Authority in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2005.
- 6 I review whether the statement on internal control reflects compliance with CIPFA's Statement on Internal Control in Local Government: Meeting the Requirements of the Accounts and Audit Regulations 2003 published in 2004. I report if it does not comply with proper practices specified by CIPFA or if the statement is misleading or inconsistent with other information we are aware of from our audit of the financial statements. I am not required to consider, nor have I considered, whether the statement on internal control covers all risks and controls. I am also not required to form an opinion on the effectiveness of the Authority's corporate governance procedures or its risk and control procedures.
- 7 I read the explanatory foreword information published with the financial statements and the summary of the Authority's accounts and consider whether it is consistent with the audited financial statements. I consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies. Our responsibilities do not extend to any other information.

BASIS OF AUDIT OPINION

- 8 I conducted my audit in accordance with the Audit Commission Act 1998, the Code of Audit Practice issued by the Audit Commission and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Committee. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Authority in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Authority's circumstances, consistently applied and adequately disclosed.
- 9 I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

auditor's report to chorley borough council



OPINION

- 10** In my opinion the financial statements present fairly, in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2005, the financial position of the Authority as at 31 March 2006 and its income and expenditure for the year then ended.

Signed: _____ Mike Thomas

Audit Commission, Aspinall Close, Middlebrook, Bolton, BL6 6QQ

30th September 2006

auditor's report to chorley borough council



CONCLUSION ON ARRANGEMENTS FOR SECURING ECONOMY, EFFICIENCY AND EFFECTIVENESS IN THE USE OF RESOURCES

AUTHORITIES RESPONSIBILITIES

- 11 The Authority is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and regularly to review the adequacy and effectiveness of these arrangements.
- 12 Under the Local Government Act 1999, the Authority is required to prepare and publish a best value performance plan summarising the Authority's assessment of its performance and position in relation to statutory duty to make arrangements to ensure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

AUDITOR'S RESPONSIBILITIES

- 13 I am required by the Audit Commission Act 1998 to be satisfied that proper arrangements have been made by the Authority for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the Audit Commission requires me to report to you my conclusion in relation to proper arrangements, having regard to relevant criteria specified by the Audit Commission for principal local authorities. I report if significant matters have come to our attention which prevent me from concluding that the Authority has made such proper arrangements. I am not required to consider, nor have I considered, whether all aspects of the Authority's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.
- 14 I am required by section 7 of the Local Government Act 1999 to carry out an audit of the Authority's best value performance plan and issue a report.
 - certifying that I have done so;
 - stating whether I believe that the plan has been prepared and published in accordance with statutory requirements set out in section 6 of the Local Government Act 1999 and statutory guidance; and
 - where relevant, making any recommendations under section 7 of the Local Government Act 1999.

CONCLUSION

- 15 I have undertaken my audit in accordance with the Code of Audit Practice and I am satisfied that, having regard to the criteria for principal local authorities specified by the Audit Commission and published in June 2005, in all significant respects, Chorley Borough Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2006.

BEST VALUE PERFORMANCE PLAN

- 16 I issued my statutory report on the audit of the Authority's best value performance plan for the financial year 2005-06 on 12th December 2005. I did not identify any matters to be reported to the Authority and made one recommendation relating to quality control procedures followed when preparing the BVPP for publication.

CERTIFICATE

I certify that I have completed the audit of the accounts in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission.

Signature..... Date.....

Mike Thomas, District Auditor

explanatory foreword



1. INTRODUCTION BY THE DIRECTOR OF FINANCE

The Council's Statement of Accounts is intended to show the overall financial position of the Authority. This foreword provides a summary of the key matters reported in the Accounts. The Accounts comprise the following statements that have been prepared in accordance with the Code of Practice on Local Authority Accounting In Great Britain.

Statement of Responsibilities, which sets out the respective responsibilities of the Authority and the Director of Finance for the accounts.

Statement of Accounting Policies, which explains the basis for recognition, measurement and disclosure of transactions and other events in the accounts.

Statement on Internal Control. The Leader of the Council, Chief Executive, and Director of Finance, supported by other senior officers and members, have responsibility to ensure that proper Corporate Governance arrangements are in place throughout the Council. This means having:

- An effective system of Internal Control; and
- Proper management of the risks that might prevent the Council achieving its stated aims, objectives and priority outcomes.

Consolidated Revenue Account, which brings together expenditure and income relating to all the Authority's functions.

Housing Revenue Account, which shows the income and expenditure involved in the management and maintenance of the Council's housing stock.

Collection Fund Account, which shows transactions in relation to the collection and distribution of Non Domestic Rates and Council Tax.

Consolidated Balance Sheet, which sets out the assets and liabilities for the Authority.

Statement of Total Movements in Reserves, which brings together any recognised gains or losses and use of reserves during the period.

Cash Flow Statement, which summarises the inflows and outflows of cash at the Authority during the accounting period.

Each of the statements is inextricably linked and whilst individually important must be seen collectively to ensure they are looked at in context. Set out below is some interpretation of the accounts and information about the financial position of the Council.

2. REVENUE SPENDING & FINANCING 2005/06

The Council spends money on a variety of services. Set out in Figure 1 below is a summary of the main areas on which money has been spent during the year. The Council finances its expenditure from a variety of sources. Also shown in Figure 1 below are the sources from which the money is derived to pay for services.

Figure 1. Revenue Expenditure & Funding



explanatory foreword



During the year the Council's net cash overspend on the General Fund revenue account amounted to £0.015m when compared against planned expenditure. The main variations against that originally planned are summarised in the table below:

Figure 2. Budget Variations by Unit 2005/06

Service	Cash Budget 2004/05 £'000	Actual 2004/05 £'000	Cash Variation 2004/05 £'000	Cash Budget 2005/06 £'000	Actual 2005/06 £'000	Cash Variation £'000
Corporate & Policy Services	479	469	(10)	485	480	(5)
Customer, Democratic & Office Support Services	3,198	3,102	(96)	3,031	3,075	44
Economic Regeneration	246	130	(116)	212	184	(28)
Environmental Services	2,871	2,832	(39)	3,079	3,064	(15)
Finance	1,182	1,142	(40)	1,102	1,074	(28)
Housing Services (GF)	416	441	25	288	272	(16)
Human Resources	399	418	19	510	502	(8)
Information & Communication Technology Services	914	913	(1)	873	859	(14)
Legal Services	82	162	80	208	212	4
Leisure & Cultural Services	1,065	1,062	(3)	1,110	1,136	26
Planning Services	359	379	20	281	258	(23)
Property Services	(52)	(141)	(89)	7	(4)	(11)
Public Space Services	3,107	3,036	(71)	1,390	1,389	(1)
Net Financing and use of Reserves	(182)	(60)	122	537	627	90
Net Expenditure to Finance	14,084	13,885	(199)	13,113	13,128	15

Despite the small overspend, the Council has been able to set aside money in earmarked reserves for future liabilities and service enhancements.

An underspend occurred on the Housing Revenue Account against that planned. As a result working balances are greater than anticipated.

3. CAPITAL SPENDING AND FINANCING 2005/06

During the year the Council spent a total of £10.155m on capital schemes. £2.977m of that sum was expended on the Housing Investment Programme (HIP), improving both private sector and Council housing.

Key areas of expenditure included sums spent on:

- Investment in technology
- Modernising and improving the Council's properties
- Investing in recycling initiatives
- Investing in regeneration projects
- Continuing investment in window and door replacement on Council-owned housing stock.

The capital spending in 2005/06 was financed from these sources:

- Capital receipts £5.514m
- Grants and contributions £2.348m
- Revenue financing, including Major Repairs Allowance £2.024m
- Prudential borrowing (in respect of HIP expenditure) £0.269m

explanatory foreword



4. OVERALL THE FINANCIAL POSITION OF THE AUTHORITY REMAINS POSITIVE

A balanced revenue budget continues to be achieved, and funds set aside for contingencies and any fluctuations in spending are sufficient. There still remains some risk in managing the budget and ensuring the continuity of resources to finance the Council's plans. Some of the key issues at hand include:

- Uncertainty about the levels of Government support
- The ability of the Authority to deliver the expected savings factored into the budget
- The effects of changes in legislation to the funding of housing benefits
- The effects of changes in legislation to fund concessionary travel

5. PENSIONS FUND

The Pension Fund actuarial valuation was completed during the financial year 2005/06. The FRS17 deficiency shown in note 7 to the Consolidated Revenue Account shows the excess of the accrued pension liabilities assessed on a prescribed basis, compared with the market value of assets at a single point in time (ie 31 March 2006). It represents an actuarially calculated figure for accounting purposes. Whilst successive year on year FRS17 figures can normally be expected to give a general indication of how the finances of the fund are progressing only if the actual assumptions come to fruition will the true picture be known. The outcome from the fund valuation is that there is an underlying deficit and as such the employers contribution rate will rise incrementally over the next three years to 16.8% of total pay to redress the deficit.

6. FUTURE DEVELOPMENTS AND SPENDING

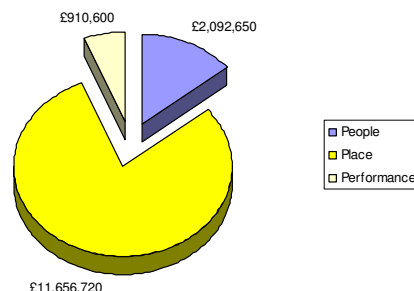
The Council's vision is **to make Chorley a better place to live, work and visit**. In order to achieve this the Council's key priorities remain:

- Prosperity
- People
- Place
- Performance

Future spending of both a capital and revenue nature will be directed to these priority areas. In summary the Council's future spending commitments for 2006/07 until 2008/09 include:

Investing £14.7m of capital resources in the following areas

Figure 3. Capital Investment



Our commitment to making Chorley a better place to live work and visit will mean that key improvements will be made in the medium term including:

- Further Investment in E-service delivery
- An improved transport infrastructure
- More Investment in Recycling

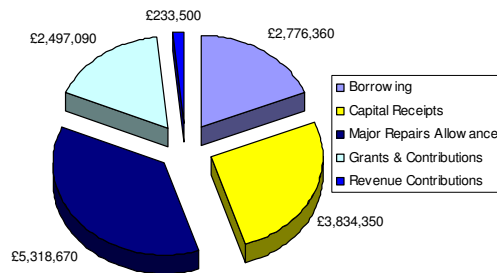
explanatory foreword



- Enhancing parks within the Borough
- Achieving the 'decent homes standard' for social housing.

In order to pay for the investment programme the resources to be used will come from a variety of sources. A summary of those sources is shown in the Figure below

Figure 4. Capital Resources



7. CONTINUING REVENUE SUPPORT IN KEY AREAS

The Council continues to invest in its key priority areas. Over the next three financial years, 2006/07 to 2008/09, the Council focus the spending to achieve its objectives for the priority areas. The majority of this sum will be required to continue services as they currently stand. The potential for growth remains limited and efforts will be made to redirect money away from non-priority areas into those considered a priority. However, the Council will endeavour to increase the resources available to it by :

- Continuing to lobby for its fair share of Government grant
- Ensuring that it secures any additional funding that may be available from other sources, ie lottery funds etc
- Identifying efficiencies and non-essential spending that may be redirected into the key priority areas.

8. FURTHER INFORMATION

Further information about this statement of accounts is available from:

Director of Finance, Council Offices, Gillibrand Street, Chorley, Lancashire, PR7 2EL

This information can be made available to you in larger print or on audiotape, or can be translated into your own language. Please telephone 01257 515660 to access this service.

આ માહિતીનો અનુવાદ આપની પોતાની ભાષામાં કરી શકાય છે. આ સેવા સરળતાથી મેળવવા માટે કૃપા કરી, આ નંબર પર ફોન કરો: 01257 515822

ان معلومات کا ترجمہ آپ کی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون

01257 515823

کیجئے:

explanatory foreword



In addition, interested members of the public have a statutory right to inspect the accounts before the audit is completed. The availability of the accounts for inspection is advertised in the local press.

Gary Hall BA CPFA
DIRECTOR OF FINANCE

statement of responsibilities



STATEMENT OF RESPONSIBILITIES

The following responsibilities are placed upon the Authority and the Director of Finance in relation to the Council's financial affairs:

The Authority's Responsibilities

The Authority is required:

- To make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. In this Authority, that officer is the Director of Finance.
- To manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets.
- Approve the statement of accounts

Date: 29 June 2006

Executive Leader – Councillor Peter Goldsworthy

The Director of Finance's Responsibilities

As Director of Finance, I am responsible for the preparation of the Authority's Statement of Accounts. They are prepared in accordance with proper practices, as set out in the CIPFA/LASAAC *Code of Practice on Local Authority Accounting in the United Kingdom*.

In preparing this Statement of Accounts, as Chief Finance Officer I have

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

I have also:

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

This Statement of Accounts presents fairly the financial position of the Authority at the accounting date and its income and expenditure for the year ended 31 March 2006.

Gary Hall BA CPFA
DIRECTOR OF FINANCE

Date: 29 June 2006

accounting policies



1. INTRODUCTION

The accounts have been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom (2005) and guidance notes issued by the Chartered Institute of Public Finance and Accountancy (CIPFA). The Code of Practice specifies the principles and practices of accounting required to prepare a Statement of Accounts which 'presents fairly' the financial position and transactions of a local authority.

In accordance with the CIPFA Statement of Recommended Practice (SORP), the Authority has adopted a number of principles to be followed in selecting accounting policies to be used and the corresponding use of disclosures needed to help users to understand those adopted policies and how they have been implemented.

In doing so, the Authority intends that the policies adopted are those most appropriate to its particular circumstances for the purpose of presenting fairly the financial position and transactions of the Authority. Policies are reviewed regularly to ensure they remain appropriate, and are changed when a new policy becomes more appropriate to the Authority's circumstances – a full disclosure of any such changes will always be provided.

The concepts that the Authority has regard to in selecting and applying the most appropriate policies and estimation techniques are:

- The qualitative characteristics of financial information
 - relevance
 - reliability
 - comparability
 - understandability
- Materiality
- Pervasive accounting concepts
 - accruals
 - going concern
 - primacy of legislative requirements

Accounting policies can be defined as the principles, bases, conventions, rules and practices applied, that specify how the transactions and other events are to be reflected in the financial statements through recognising, selecting measurement bases for, and presenting assets, liabilities, gains, losses and changes in reserves.

2. RESERVES AND PROVISIONS

- 2.1 Reserves consist of fund balances accumulated for use by the Council. Expenditure is not charged direct to any reserve. Reserves include earmarked reserves set aside for purposes such as general contingencies and cash flow management. A summary of these is given at Note 21 to the Consolidated Balance Sheet.
- 2.2 Capital reserves are not available for revenue purposes and certain of them can only be used for specific statutory purposes. Two of these reserves are non-distributable reserves and are therefore referred to as accounts.
- 2.3 The Fixed Asset Restatement Account represents principally the balance of the surpluses or deficits arising on the periodic revaluation of fixed assets. (See Note 16 to the Consolidated Balance Sheet.)
- 2.4 The Capital Financing Account (CFA) represents amounts set aside from revenue resources or capital receipts to finance expenditure on fixed assets or for the repayment of external loans and certain other capital financing transactions. (See Note 17 to the Consolidated Balance Sheet.)
- 2.5 The Major Repairs Reserve (MRR) is required by statutory provision to be established in relation to the Housing revenue Account in England. The items credited to the MRR are an amount equal to the HRA depreciation for the year, and transfers from the HRA required by statutory provision. Debits to the MRR are expenditure for HRA

accounting policies



purposes, where this is to be funded from the MRR; repayments of principal of any amounts borrowed, other than that properly chargeable to a revenue account; and transfers to the HRA required by statutory provision.

- 2.6 Provisions are required for any liabilities of uncertain timing or amount that have been incurred. They are required to be recognised when the Council has a present obligation as a result of a past event; it is probable that a transfer of economic benefits will be required to settle the obligation; and a reliable estimate can be made of the amount of the obligation. If these conditions are not met, no provision is recognised. Provisions are charged to the appropriate revenue account. When payments for expenditure are incurred to which the provision relates they are charged direct to the provision. Provisions are reviewed at each balance sheet date and adjusted to reflect the current best estimate. (See Note 14 to the Consolidated Balance Sheet.)
- 2.7 A Provision for Doubtful Debts has been made for losses that are likely to be incurred, but where it is uncertain as to the amounts or dates on which they will arise. In accordance with CIPFA Code of Practice this has been deducted from the Balance Sheet Debtors figure. (See Note 11 to the Consolidated Balance Sheet.) This provision is made on the basis of the Authority's best estimate of the likely level of debts. This estimate is prudently informed by the Authority's experience and current knowledge of its debts.

3. TANGIBLE FIXED ASSETS

- 3.1 The *Local Government and Housing Act 1989* provides that all expenditure incurred by the Council must be charged to a revenue account of the Council, unless it falls within certain specified exceptions that may be capitalised. Capital expenditure is defined as:
- the acquisition, reclamation, enhancement or laying out of land;
 - the acquisition, construction, preparation, enhancement or replacement of roads, buildings and other structures, including insulation works and disabled adaptations;
 - the acquisition, installation or replacement of movable or immovable plant, machinery, vehicles, apparatus or vessels;
 - advances, grants or financial assistance to another person towards expenses incurred or to be incurred by him in respect of items mentioned above;
 - the acquisition of investments or share or loan capital in a corporate body;
 - the acquisition or preparation of computer programs to be used for at least one year.
- 3.2 All expenditure on the acquisition, creation or enhancement of tangible fixed assets is capitalised on an accruals basis in the accounts. Expenditure on tangible fixed assets is capitalised, provided that assets yield benefits to the Council, and the services it provides, for a period of more than one year. This excludes expenditure on routine repairs and maintenance of fixed assets, which is charged direct to service revenue accounts.
- 3.3 Tangible fixed assets are valued on the basis recommended by CIPFA, and in accordance with the Statements of Asset Valuation Principles and Guidance Notes issued by The Royal Institution of Chartered Surveyors (RICS), by a qualified valuer. Tangible fixed assets are classified into the groupings required by the 1998 Code of Practice on Local Authority Accounting. They are included in the Consolidated Balance Sheet on the following basis:
- land, operational properties and other operational assets are included at the lower of net current replacement cost and net realisable value.
 - non-operational assets, including investment properties and assets that are surplus to requirements, are included at the lower of net current replacement cost and net realisable value. In the case of investment properties, this is normally open market value.
 - infrastructure assets and community assets are included in the balance sheet at historical cost.
- 3.4 Note 3 to the Consolidated Balance Sheet indicates the progress of the Council's rolling programme for the revaluation of tangible fixed assets.
- 3.5 Depreciation is provided for on all tangible fixed assets with a finite useful life (determined at the time of acquisition or revaluation), which is calculated using the straight-line method. Where the asset comprises two or more major components with substantially different useful economic lives, each component is accounted for separately for depreciation purposes and depreciated over its individual useful life.

accounting policies



3.6 The value at which each category of assets is included in the balance sheet is reviewed at the end of each reporting period and where there is reason to believe that its value has changed materially in the period, the valuation is adjusted accordingly. Such a reduction in value may arise from a significant decline in an asset's market value during the period; obsolescence or physical damage to the asset; a significant adverse change in the statutory or other regulatory environment in which the Council operates; or a commitment by the Council to undertake a significant reorganisation. Impairment losses expected to be permanent are recognised in the service revenue accounts and the Asset Management Revenue Account. Impairments due to a general fall in prices that might be reversed are recognised in the Fixed Asset restatement Account.

4. BASIS OF CHARGES TO REVENUE FOR USE OF TANGIBLE FIXED ASSETS

- 4.1 General Fund service revenue accounts, central support services, trading accounts, maintenance services, and the Housing Revenue Account are charged with a capital charge for the use of tangible fixed assets in the provision of services. The total charge covers the annual provision for depreciation plus a capital financing charge calculated by applying a specified notional interest rate to net asset values. In 2005/06 the specified notional interest rate was 3.5% for assets at current value, and 4.95% for assets at historical value. The aggregate charge to individual services is determined on the basis of the fixed assets employed in the provision of the service.
- 4.2 The Asset Management Revenue Account is credited with the capital charges made to services. Capital charges therefore have a neutral impact on the amounts required to be raised from local taxation. (See Note 4 to the Consolidated Revenue Account, and Note 7 to the Housing Revenue Account.)

5. DEFERRED CHARGES

Deferred charges represent expenditure that may be capitalised, but which does not represent tangible fixed assets. This category of capital expenditure includes expenditure such as home improvement grants paid to private sector householders. Revenue expenditure may be capitalised following a direction by the Secretary of State. Deferred charges are amortised to revenue over an appropriate period consistent with the consumption of the economic benefits controlled by the Council, usually the year in which the expenditure is incurred.

(See Note 6 to the Consolidated Balance Sheet.)

6. INTANGIBLE ASSETS

An intangible item may meet the definition of an asset when access to the future economic benefits that it represents is controlled by the reporting entity, either through custody or legal protection. Purchased intangible assets (eg software licences) are capitalised as assets at their cost. Intangible assets are amortised on a systematic basis over their economic lives.

Service revenue accounts are charged with a provision for amortisation and where required, any related impairment loss, for all intangible assets used in the provision of the service. An amount equal to the amortisation charges for the use of intangible assets and relevant impairment losses included in revenue accounts is credited to the Asset Management Revenue Account. (See Note 1 to the Consolidated Balance Sheet.)

7. RECEIPTS ARISING FROM THE SALE OF INTANGIBLE AND TANGIBLE FIXED ASSETS

Income from the disposal of intangible and tangible fixed assets is accounted for on an accruals basis, and is credited to the Usable Capital Receipts Reserve. A proportion of the proceeds from the sale of Council dwellings has been paid to the Government in accordance with statutory criteria. (See Note 20 to the Consolidated Balance Sheet.)

8. GRANTS

8.1 Revenue grants are accounted for in the year in which they arise and are credited to the relevant service in the Consolidated Revenue Account. Grants made to finance the general activities of the Council or to compensate for a loss of income are credited to the revenue account of the period in respect of which they are payable.

accounting policies



- 8.2 Where the acquisition or enhancement of a fixed asset is financed wholly or in part by a Government grant or other contribution, the amount of the grant or contribution is credited to the Government Grants – Deferred account. (See Note 18 to the Consolidated Balance Sheet.) This is subsequently written off to the Asset Management Revenue Account over the useful life of the asset to match the depreciation of the asset to which it relates. (See Note 4 to the Consolidated Revenue Account.)
- 8.3 Government grants or other contributions are accounted for on an accruals basis and recognised in the accounting statements when the conditions for their receipt have been complied with and there is reasonable assurance that the grant or contribution will be received.

9. INTEREST

- 9.1 Interest paid on external borrowings is accrued and charged to the Asset Management Revenue Account. See Note 4 to the Consolidated Revenue Account for details.
- 9.2 Interest earned on the external investment of surplus funds is accrued and credited to the General Fund Revenue Account.
- 9.3 Internal interest payments flow between the General Fund and Housing Revenue Account (HRA), based on the net cash balance held on the HRA during the year. The interest is calculated at a rate in accordance with Subsidy Regulations.

10. REDEMPTION OF DEBT AND REPURCHASE OF BORROWING

- 10.1 Amounts set aside from revenue for the repayment of external loans used to finance capital expenditure are disclosed separately in the Consolidated Revenue Account, below Net Operating Expenditure. See Note 5 to the Consolidated Revenue Account.
- 10.2 Where borrowing is refinanced or restructured with substantially the same overall effect when viewed as a whole, gains or losses are recognised over the life of the replacement borrowing.

11. LEASING

- 11.1 The Council may acquire items under leasing arrangements that fall within the following categories
- Finance leases : whereby the risks and responsibilities of ownership are substantially transferred to the Council
 - Operating leases : whereby the lessor retains the risks and responsibilities of ownership
- 11.2 Assets acquired under finance leases that had not been fully depreciated would be capitalised in the Authority's accounts. Other assets previously acquired under deferred purchase schemes are included in the balance sheet at their fair value.
- 11.3 The amount of finance lease rentals paid during 2005/06 and the amount of undischarged leasing obligations is shown at Note 5 to the Consolidated Balance Sheet. Finance and operating lease rentals are charged to revenue, details of which are shown in Note 9 to the Consolidated revenue Account.
- 11.4 In line with the CIPFA code of practice operating leases are not shown as assets or liabilities on the Authority's balance sheet. Note 9 to the Consolidated Revenue Account details the current and future payments required by these leases.

12. ACCRUALS OF REVENUE AND CAPITAL INCOME AND EXPENDITURE

Customer and client receipts in the form of sales, fees and charges and rents are accrued and accounted for in the period to which they relate. Revenue is only recognised to the extent that performance of contractual obligation has taken place. Payments received in advance of such performance are recognised as a liability in the balance sheet.

accounting policies



Provision has been made on an actual or estimated basis for all debtors and creditors as at 31 March 2006 with the exception of various items where the charges from one year to the next are not material, ie gas, electricity and telephone charges.

(See Note 11 to the Consolidated Balance Sheet.)

13. VALUE ADDED TAX

VAT is included in income and expenditure accounts, whether of a capital or revenue nature, only to the extent that it is irrecoverable.

14. STOCKS AND STORES

Most stores held by the Maintenance Services are shown in the accounts at estimated current replacement value. All other stocks are shown at cost price. (See Note 10 to the Consolidated Balance Sheet.) This is a departure from the SSAP9, which requires that stocks be valued at the lower of cost and net realisable value. The potential impact on the accounts is that stocks could be overstated in the statements, although investigation of the impact has shown that any overstatement would not be material in the accounts.

15. CENTRAL SUPPORT SERVICE AND ADMINISTRATIVE EXPENSES

A full allocation of these costs is made to all services and accounts. This allocation is based on an estimation of resource consumption.

16. PENSION COSTS

Accounting for employees' pensions is in accordance with generally accepted accounting practice subject to the interpretations set out in the SORP. Where the payments made for the year in accordance with the pension scheme requirements do not match the change in the Council's recognised asset or liability for the period, the recognised cost of pensions will not match the amount required to be raised in taxation. This is represented by an appropriation to or from the pensions reserve that equals the net change in the pensions liability recognised in the Consolidated revenue Account.

The current service cost is included within Net Cost of Services. The net of the interest cost and the expected return on assets is included within Net Operating Expenditure. Actuarial gains and losses arising from any new valuation and from updating the latest actuarial valuation to reflect conditions at the balance sheet date are recognised in the Statement of Total Movements in Reserves for the period.

Past service costs are recognised in Net Cost of Services on a straight-line basis over the period in which the increases in benefits vest. To the extent that the benefits vest immediately, the past service cost should be recognised immediately.

Further information is presented in Note 7 to the Consolidated Revenue Account; Note 15 to the Consolidated Balance Sheet; and the Statement of Total Movements in Reserves.

17. INVESTMENTS/INTEREST IN COMPANIES

Investments in companies and marketable securities are carried at cost less provision, where appropriate, for loss in value. Long-term investments are identified separately on the face of the balance sheet. (See Note 8 to the Consolidated Balance Sheet.) Dividend income from investments would be recognised when the Council had the right to receive the dividend.

Where the Council invests in companies, and has a controlling interest, group accounts should be produced. The Council has previously had such interests but in 2005/06 had no interest in any company that undertook any trading activity during the period.

accounting policies



18. CONTINGENT ASSETS

A contingent asset is a possible asset arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the local authority's control. Contingent assets are not recognised in the accounting statements, they but are disclosed by way of notes if the inflow of a receipt or economic benefit is probable. Such disclosures indicate the nature of the contingent asset and an estimate of its financial effect.

See Note 22 to the Consolidated Balance Sheet.

19. CONTINGENT LIABILITIES

A contingent liability is either a possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the authority's control; or a present obligation arising from past events where it is not probable that a transfer of economic benefits will be required or the amount of the obligation cannot be measured with sufficient reliability.

See Note 23 to the Consolidated Balance Sheet.

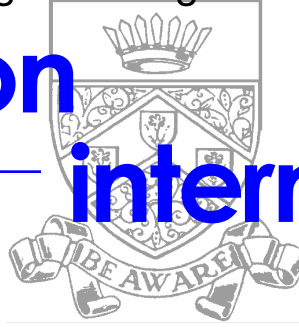
20. EVENTS AFTER THE BALANCE SHEET DATE

Where an event (favourable or unfavourable) occurs after the balance sheet date and it provides evidence of conditions that existed at the balance sheet date, the amounts recognised in the Statement of Accounts would be adjusted. Any disclosures affected by the new information about such an 'adjusting event' would be updated as a consequence.

Where an event that occurs after the balance sheet date is indicative of conditions that arose after the balance sheet date, the amounts recognised in the Statement of Accounts are not adjusted. However, there would be a disclosure for each material category of 'non-adjusting' event after the balance sheet date to indicate the nature of the effect and an estimate of the financial effect, or a statement that such an estimate cannot be made reliably.

Events after the balance sheet date are reflected up to the date when the Statement of Accounts is authorised for issue.

statement on internal control



STATEMENT ON INTERNAL CONTROL

1. Scope of Responsibility

- 1.1 Chorley 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. The Council also has a duty under the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 1.2 In discharging this overall responsibility, the Council is also responsible for ensuring that there is a sound system of internal control which facilitates the effective exercise of its functions and which includes arrangements for the management of risk.

2. The Purpose of the Internal Control System

- 2.1 The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Council's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them economically, efficiently and effectively.
- 2.2 The system of internal control has been in place at Chorley Borough Council for the year ended 31 March 2006 and up to the date of approval of the annual report and accounts.

3. The Internal Control Environment

Establishing & Monitoring the Achievement of Objectives

- The Council's priorities are derived from consultation on the Borough's Community Strategy and the approved Corporate Strategy clearly sets out the Council's priorities and strategic objectives.
- Long term outcomes and interim performance targets have been established for each strategic objective. These are in turn transferred into individual service business plans and business plan monitoring reports are produced on a quarterly basis. This is supported by a system of individual staff performance and development reviews.

Policy & Decision Making

- The Council has adopted a constitution, which 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.
- Policy and decision-making is facilitated through the Executive Cabinet supported by a framework of Statutory and Overview & Scrutiny Committees.
- Meetings are open to the public except where personal or confidential matters are being disclosed. In addition, senior officers of the Council can make decisions under delegated authority.
- The Council publishes a Forward Plan which contains details of key decisions to be made by the Council, its committees and chief officers under their delegated powers (and has specified what is significant expenditure in terms of the definition of a key decision).

Compliance

- The Council aims to ensure compliance with established policies, procedures, laws and regulations through a variety of mechanisms, including:
 - Monitoring Officer;
 - Section 151 Officer;
 - Internal Audit;
 - External Audit;
 - Performance management system.

statement on internal control



- The Council has designated the Director of Customer, Democratic and Legal Services as Monitoring Officer, who plays a key role in ensuring compliance. After consulting with the Chief Executive, the Monitoring Officer will report to the full Council if he/she considers that any proposal, decision or omission would give rise to unlawfulness or maladministration. Such a report will have the effect of stopping the proposal or decision being implemented until the report has been considered.

Risk Management

- The Council has introduced a robust structure and system for identifying and evaluating all significant business risks at both the strategic and operational / service levels. The key elements of which are:
 - A member approved Risk Management Policy Statement;
 - A Strategic Risk Register;
 - Service level risk assessments built into the business planning process.

Economy, Efficiency & Effectiveness

- The Council has constantly sought ways of ensuring the economical, effective and efficient use of resources, and for securing continuous improvement in the way in which its functions are exercised. These now include:
 - Efficiency & Transformation Board;
 - Corporate Procurement Working Group;
 - Overview & Scrutiny Committees;
 - External Audit;
 - Internal Audit.
- The Council recently obtained a score of 3 for the value for money element of the Use of Resources assessment, indicating that the Council is performing well in this area, consistently achieving above minimum requirements.
- The Efficiency & Transformation Board has a particularly important role to play in securing the delivery of value for money services and been established to:
 - Act as the co-ordinating body for the efficiency programme in support of the Council's corporate plans and priorities;
 - Champion efficiency both within the Council and externally with partners, suppliers and customers;
 - Meet government & Council reporting requirements regarding Annual Efficiency Statements;
 - Monitor & review the efficiency programme on an ongoing basis to ensure that it is meeting objectives;
 - Fully integrate efficiency into the 3-year business planning and budgeting cycle.

Financial Management

- The Council has designated the Director of Finance as chief finance officer under Section 151 of the Local Government Act 1972.
- The financial management of the Council is conducted in accordance with the Financial Procedure Rules set out in the Council's Constitution. The Council has also adopted and implemented the relevant financial codes of practice covering such areas as treasury management and the Prudential Code.
- The Council has in place a five-year Financial Strategy, updated annually, to support the medium-term aims of the Corporate Strategy.

statement on internal control



- The Council maintains a sound Internal Audit function which operates to the standards set out in the 'Code of Practice for Internal Audit in Local Government in the UK'. Internal Audit report four times annually to the Audit Committee and are a prime source of assurance to the authority regarding its financial management (including the adequacy of its financial systems, budgetary control and the efficient and effective use of resources). Internal Audit also provides assurance in the areas of governance, risk management and compliance.
- The Council has an objective and professional relationship with its external auditors and statutory inspectors.

Performance Management

- The Council's Performance Management Framework is underpinned by the Community Strategy which clearly articulates a shared vision for the Borough. Derived from this is our Corporate Strategy which articulates our corporate vision, priorities, strategic objectives and anticipated outcomes. Individual service unit Business Plans contain key projects which are geared towards achieving overall corporate objectives. This system is in turn supported by individual staff performance and development reviews to ensure that everyone understands their individual and unit contribution to corporate goals.
- Separate detailed guidance exists for Business Planning and the Performance Review processes. Performance against targets is monitored by Strategy Group, Executive Cabinet, the Overview & Scrutiny function and the Audit Committee. Where necessary corrective action is identified and implemented.
- The Council uses a bespoke performance management software system, Performance Plus. The system uses a traffic light system to monitor not only individual performance indicators, but also their combined effect on the achievement of corporate objectives. These reports are produced to ensure that trends in performance can be identified and corrective action introduced if appropriate.

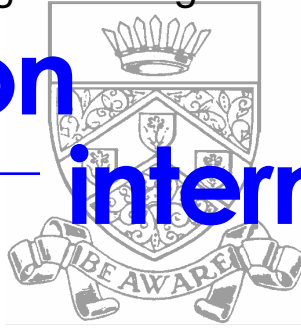
4. Review of Effectiveness

- Chorley Borough Council has responsibility for conducting, at least annually, a review of the system of internal control. A variety of review mechanisms are in place to facilitate this.

Corporate Governance Group

- To oversee the production of the SIC itself, the Council has established a Corporate Governance Group with the following membership.
 Director of Finance (S.151 Officer);
 Director of Legal Services (Monitoring Officer);
 Head of Corporate & Policy Services;
 Audit & Risk Manager.
- Using the detailed guidance provided by CIPFA as the basis, the Group have produced a Schedule of Controls Assurance & Evidence; a process which also aims to identify any significant internal control or compliance issues within the authority. Although the cumulative knowledge and experience of the Group is the prime source of information, reference is made to independent sources of controls assurance wherever possible; including:
 - Comprehensive Performance Assessment (CPA);
 - CPA Progress Assessment Report (Direction of Travel);
 - Audit Commission Use of Resources Assessment;
 - Internal strategic risk assessment ;
 - The Annual Report of Internal Audit.
- The Schedule of Controls Assurance & Evidence is reviewed and challenged by the Council's Strategy Group who agree the form and content of the draft SIC itself, including the significant control issues to be disclosed. The draft SIC and supporting evidence is subsequently submitted to the Audit Committee for approval prior to formal sign-off and publication.

statement on internal control



- The Corporate Governance Group's remit has now been extended to include wider governance responsibilities, incorporating the terms of reference of the former Risk Management Board. The aim of the Corporate Governance Group is to monitor developments in the governance and risk management arena and to ensure that the Council's in-house arrangements continue to represent best practice.

Monitoring Officer

- As the Council's Monitoring Officer, The Director of Customer, Democratic & Legal Services has a duty to monitor and review the operation of the Constitution to ensure its aims and principles are given full effect. The Council reviews the Constitution each year at its Annual Meeting.

Scrutiny Committee

- The Council has an Overview and Scrutiny Committee and two subsidiary panels which can challenge a decision which has been made by the Executive Cabinet or a statutory committee but not yet implemented, to enable them to consider whether the decision is appropriate.

Audit Committee

- The Council has appointed an Audit Committee whose terms of reference comply with the latest CIPFA guidelines. These extend to monitoring the Council's governance and risk management framework and include reviewing the adequacy of the internal control framework and the SIC itself.

Internal Audit

- Internal Audit is responsible for monitoring the quality and effectiveness of the systems of internal control. A risk-based Internal Audit Plan is produced each financial year. The reporting process for Internal Audit requires a report of each audit to be submitted to the relevant head of service. The report includes recommendations for improvements that are included within a Management Action Plan and require agreement or rejection by service managers. The process includes follow-up reviews of agreed recommendations to ensure that they are acted upon.
- A significant element of the necessary controls assurance is therefore taken from the work of Internal Audit. Internal Audit provides independent and objective assurance across a wide range of the authority's activities and Internal Audit plans are now constructed around the key business risk issues facing the authority.
- The Internal Audit Annual Report contains a statement / judgement on overall levels of internal control (a view based on the relative significance of the systems reviewed during the year, in the context of the totality of the control environment).
- The Internal Audit Section is subject to regular inspection by the Council's external auditors, who place reliance on the work carried out by them.

External Audit

- In accordance with the Audit Commission's Code of Audit Practice, the Council receive regular reports on elements of its internal control environment, including performance management, risk management, financial management and governance.

statement on internal control



5. Significant Internal Control Issues

5.1 The following significant internal control issues published last year have now been addressed.

<i>Establishing & Monitoring the Achievement of Objectives</i>
Further improving the engagement of communities and other stakeholders and working as a key partner in the LSP to develop a new Community Strategy.
Clarifying the Council's vision and ambition in terms of a new Corporate Strategy, which articulates clear priorities, strategic objectives and specific, measurable and sustainable outcomes.
<i>Policy & Decision Making</i>
Introducing a structured member development programme to enable members to more effectively fulfil their roles.
<i>Compliance</i>
Clarifying member and officer responsibilities for governance, including the adoption of new terms of reference for the Audit Committee.
Further developing project management disciplines across the Council, including its application to business planning.

5.2 However further action is required in other areas, including new action resulting from the recent Audit Commission Use of Resources assessment which has "raised the bar" in terms of control expectations. The following significant internal control issues have been identified for 2005/6:

No.	Issue	Action Planned
	<i>Compliance</i>	
1	Introducing formalised procedures to identify and comply with legislative change.	<ul style="list-style-type: none"> Introduce a centralised capture and monitoring mechanism in Legal Services.
2	Introducing, updating and disseminating key constitutional / governance policies and procedures where omissions or weaknesses currently persist.	<ul style="list-style-type: none"> Introduce arrangements for the perpetual update of key documents on the intranet, incorporating version control and the timely notification of changes to members & officers.
	<i>Risk Management</i>	
3	Further developing members and senior officers awareness of governance and risk management issues	<ul style="list-style-type: none"> Include governance and risk management in new officer & member induction programmes. Provide training & support in the application of project based risk assessments in service units.
4	Effectively managing the risks associated with partnerships and partnering arrangements.	<ul style="list-style-type: none"> Identify the Council's key partners and partnering arrangements and ensure that proportionate, structured governance and risk management arrangements are in place.
	<i>Economy, Efficiency & Effectiveness</i>	
5	Fully embedding a VFM culture within the Council.	<ul style="list-style-type: none"> Develop detailed programmes to implement corporate objectives for efficiency and transformation and procurement. Develop a benchmarking strategy to systematically compare the Council's costs and outputs against higher performing and more efficient organisations.

statement on internal control



	<i>Performance Management</i>	
6	Embedding the new Corporate Strategy and improving the monitoring of targets & outcomes.	<ul style="list-style-type: none"> Establish more robust, systematic monitoring through the Performance Plus information system.
7	Improving the accuracy and reliability of performance information.	<ul style="list-style-type: none"> Introduce a more effective quality control mechanism for BVPI and other performance information.

Cllr. P Goldsworthy
Leader of the Council

D Hall
Chief Executive

G Hall
Director of Finance (Section 151 Officer)

consolidated revenue account



CONSOLIDATED REVENUE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2006

2004/05 Net Expenditure £'000	DESCRIPTION OF SERVICE	2005/06 Gross Expenditure £'000	2005/06 Gross Income £'000	2005/06 Net Expenditure £'000	Notes to the Consolidated Revenue Account
874	Central Services to the Public	6,511	(5,631)	880	
10,326	Cultural, Environmental and Planning Services	16,035	(3,513)	12,522	
(100)	Highways, Roads and Transport Services	2,246	(2,173)	73	
3,474	Housing Services (including Council Dwellings)	24,384	(22,140)	2,244	
2,611	Central and Democratic Core Costs	3,003	(74)	2,929	
242	Non Distributed Costs	1,214	(2,042)	(828)	
17,427	NET COST OF SERVICES	53,393	(35,573)	17,820	
0	Gains or losses on pension scheme settlements or curtailments			409	
364	Precepts Paid to Parish Councils			413	
101	Net costs on Trading undertakings			83	8
(4,084)	Asset Management Revenue Account			(3,432)	4
673	Contribution to Housing Pooled Capital Receipts			685	
234	Net loss on Repurchase or Early Settlement of Borrowing			55	
40	Interest and Investment Income			(61)	
281	Pensions interest cost & expected return on pensions asset			635	7
15,036	NET OPERATING EXPENDITURE			16,607	
	Appropriations				
132	Surplus/(Deficit) transferred to/(from) HRA Balances			150	
818	Transfer to/(from) Major Repairs Reserve			888	
(178)	Contributions to/(from) reserves not attributable to cost of services			(461)	12
95	Capital expenditure financed from revenue			277	
(1,182)	Transfer from Capital Reserves			(2,584)	
(1,129)	Provision for Repayment of External Loans			(1,081)	5
(673)	Transfer from Usable Capital Receipts equal to contribution to Housing Pooled Capital Receipts			(685)	
(789)	Contribution to/(from) Pensions Reserve			(317)	
12,130	AMOUNT TO BE MET FROM GOVERNMENT GRANT AND LOCAL TAXPAYERS			12,794	
	Sources of Finance				
(3,508)	General Government Grants			(3,827)	
(2,759)	Non-Domestic Rates redistribution			(2,946)	
(5,714)	Precept Demanded from Collection Fund			(6,057)	
(149)	Collection Fund Transfer in respect of (Surpluses)/Deficits			(48)	
0	NET GENERAL FUND (SURPLUS)/DEFICIT FOR THE YEAR			(84)	
	MOVEMENT IN GENERAL FUND RESERVES:				
2,483	Balance on General Fund brought forward			2,305	12
2,305	Balance on General Fund carried forward			1,928	12

notes to the consolidated revenue account



1. AGENCY AGREEMENTS

- (a) Chorley Borough Council's Highways agency agreement with Lancashire County Council (LCC) ceased on 30 June 2003. Since this date Chorley has been part of the Lancashire Highways Partnership (LHP). From 1 July 2006 the LHP arrangements are being wound up. All such services will now be provided by LCC as the highways authority and employees affected will transfer to the County.

2. SECTION 137, LOCAL GOVERNMENT ACT 1972 (AMENDED)

Section 137, as amended by Section 36 of the Local Government and Housing Act 1989, empowers local authorities to incur expenditure which in their opinion is in the interest of and will bring direct benefit to their area or any part of it, or all or some of its inhabitants. The current limit on expenditure is £5.30 per head of population per annum.

The Council was permitted to spend £417,640 under this power in 2005/06 and its actual expenditure was £50,085, incurred largely on grants to voluntary organisations.

3. SECTION 5(i), LOCAL GOVERNMENT ACT 1986

Set out below, under the requirements of this Act, is the Council's spending on publicity:

	2004/05 £'000	2005/06 £'000
Recruitment advertising	124	69
Other advertising	19	26
Promotions/publicity	150	89
	293	184

4. ASSET MANAGEMENT REVENUE ACCOUNT

The Asset Management Revenue Account is credited with notional charges made to service committees for the capital employed in the delivery of services. It is debited with the actual financing costs incurred during the year. The balance on the account is then transferred back to the Consolidated Revenue Account to ensure that the notional charges for capital do not impact on the level of Council Tax.

	2004/05 £'000	2005/06 £'000
INCOME		
Capital Charges:		
- General Fund	(1,563)	(1,764)
- Housing Revenue Account	(4,119)	(3,499)
Amortisation of Intangible Assets	(417)	(308)
Government Grants Deferred	(130)	(187)
	(6,229)	(5,758)
EXPENDITURE		
Provision for depreciation - Fixed Assets	1,703	1,769
- Intangible Assets	417	308
Impairment	0	0
External interest charges	25	249
	2,145	2,326
Transfer to Consolidated Revenue Account	(4,084)	(3,432)

notes to the consolidated revenue account



5. PROVISION FOR REPAYMENT OF EXTERNAL LOANS

	2004/05 £'000	2005/06 £'000
Non-housing amount	392	422
Less adjustment for loss on grant commutation	(392)	(308)
	0	114
From Capital Financing Account to cancel General Fund depreciation charge in Asset Management Revenue Account	(1,129)	(1,195)
Provision for Repayment of External Loans	(1,129)	(1,081)

6. LOCAL AUTHORITIES (GOODS AND SERVICES) ACT 1970

The Council on occasions is commissioned by other public bodies to undertake work on their behalf. During the financial year 2005/06 the total of work commissioned and the financial impact was immaterial.

7. PENSION COSTS

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

The Local Government Pension Scheme for civilian employees, administered by Lancashire County Council, is a funded scheme, meaning that the authority and employees pay contributions into a fund, calculated at a level intended to balance the pension liabilities with investment assets.

This Council recognises the cost of retirement benefits in the Net Cost of Services when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge we are required to make against council tax is based on the cash payable in the year, so the real cost of retirement benefits is reversed out of the CRA after Net Operating Expenditure. The following transactions have been made in the CRA during the year:

Local Government Pension Scheme

	2004/05 £'000	2005/06 £'000
Net Cost of Services:		
Current service cost	(1,532)	(1,686)
Past service costs	(927)	1,114
Net Operating Expenditure:		
Gains or losses on pension scheme settlements or curtailments		(409)
Interest cost	(3,261)	(3,815)
Expected return on assets in the scheme	2,980	3,180
Amounts to be met from Government Grants and Local Taxation:		
Movement on pensions reserve	(13,173)	176
Actual amount charged against council tax for pensions in the year:		
Employers' contribution payable to scheme	1,851	1,627

Note 15 to the Consolidated Balance Sheet contains details of the assumptions made in estimating the figures included in this note. The Statement of Total Movements in Reserves details the costs that have arisen through the year.

notes to the consolidated revenue account



8. TRADING OPERATIONS

- (a) The Council owns two public markets. The turnover of these undertakings was £299,912 in 2005/06 and a deficit of £44,415 was made (2004/05 £309,413 and a surplus of £127).
- (b) The Council owns commercial land and premises in the Borough. The turnover of these undertakings was £276,673 in 2005/06 and a surplus of £16,718 was made (2004/05 £260,987 and a surplus of £36,166).
- (c) 'ServiceGroup', which maintains grounds and highways, had a turnover in respect of rechargeable works of £107,890 in 2005/06 and a net cost of £55,284 (2004/05 £2,413,942 and a net cost of £65,490). The turnover figures are not directly comparable for the two financial years, since those for 2004/05 included work recharged to other units of the Council. In order to significantly reduce the administrative burden, from 1st April 2005 invoices are no longer raised for work carried out for other CBC units

9. FINANCE AND OPERATING LEASES

Lease rental payments (the Council as lessee)

The Council uses buildings, cars, plant and vehicles, computer equipment and software, and other office equipment under the terms of operating leases. The payments for the use of these assets are included in the net cost of services.

Payments 2004/05 £'000		Payments 2005/06 £'000	Commitments in 2006/07 for leases expiring in		
			2006/07 £'000	2007/08 to 2010/11 £'000	2011/12 onwards £'000
62	Land and other buildings	63	63	253	702
639	Other operating leases	647	537	611	0
701	Total rental payments	710	600	864	702

The commitment in total in respect of these leases from 2007/08 onwards is £0.955 million for land and other buildings, including services charges; and £0.611 million for other operating leases.

Lease rental income (the Council as lessor)

The Council has a number of premises that it makes available on an operating lease basis, for lease terms substantially less than the expected lives of the assets. Rental income receivable during the year was as follows:

2004/05 £'000		2005/06 £'000
56	Industrial premises	63
110	Offices and other premises	94
166	Total rental income	157

notes to the consolidated revenue account



10. OFFICERS' EMOLUMENTS

The number of employees whose remuneration, including taxable benefits but excluding pension contributions, was £50,000 or more in bands of £10,000 were:

Remuneration Band	Number of Employees	
	2004/05	2005/06
£50,000 - £59,999	2	5
£60,000 - £69,999	3	2
£70,000 - £79,999	0	2
£80,000 - £89,999	1	0
£90,000 - £99,999	0	0
£100,000 - £109,999	0	0

11. MEMBERS' ALLOWANCES

Allowances paid to Members in 2005/06 totalled £281,948 (2004/05 £262,031).

12. MOVEMENTS IN GENERAL FUND RESERVES

The movements in General Fund Reserves are as follows:

	General Reserve £'000	Earmarked Reserves £'000	Total 2005/06 £'000
Balance on General Fund brought forward	1,000	1,305	2,305
Add General fund surplus	84	0	84
Less financing of General fund non-recurring expenditure	(250)	0	(250)
Less net contribution from reserves not attributable to cost of services	0	(461)	(461)
Add other transfers to/(from) reserves	250	0	250
Balance on General Fund carried forward	1,084	844	1,928
The 'contribution from reserves not attributable to cost of services' can be analysed as follows:			
Transfer to Service Units' Earmarked reserves	0	320	320
Transfer to Innovation Reserve	0	122	122
	0	442	442
Less:			
Transfer from Service Units' Earmarked Reserves	0	(249)	(249)
Transfer from Building Control Reserve	0	(18)	(18)
Transfer from Job Evaluation Reserve	0	(99)	(99)
Transfer from eWorkforce Reserve	0	(110)	(110)
Transfer from Insurance Reserve	0	(147)	(147)
Transfer from Stock Transfer Reserve	0	(250)	(250)
Transfer from Buildings Fund	0	(30)	(30)
	0	(903)	(903)
Net contribution to reserves not attributable to cost of services	0	(461)	(461)

notes to the consolidated revenue account



13. RELATED PARTY TRANSACTIONS

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

- central government
- other local authorities and precepting bodies
- subsidiary and associated companies
- joint ventures and joint venture partners
- members and chief officers

Most transactions involving related parties are disclosed elsewhere in the Financial Statement, as follows:

● Central Government

Grants from the Government are included in the Cash Flow Statement and its Note 3.

● Other Local Authorities and Precepting Bodies

Payments to the Lancashire County Council Superannuation Fund are indicated in Note 7 above.

The precepts and demands paid to Lancashire County Council and Lancashire Police Authority are shown in the Collection Fund.

Details of the arrangements for road and street lighting maintenance via the Lancashire Highways Partnership with Lancashire County Council are presented in Note 1 above.

Grants to improve and maintain amenities were made to Parish Councils as follows:

	2004/05 £'000	2005/06 £'000
Revenue expenditure	62	0
Capital expenditure	0	0
	62	0

● Subsidiary and Associated Companies

Economic development and other grants were awarded to the following organisations:

	2004/05 £'000	2005/06 £'000
Business Link N & W Lancashire	11	0
Lancashire West Partnership	20	20
Wigan Groundwork Trust	70	69
South Lancashire Arts Partnership	7	10
Chorley Citizen Advice Bureau	87	89
	195	188

notes to the consolidated revenue account



- **Members and Chief Officers**

The Council's Standing Orders require members who believe they have an interest in a matter to be discussed at a Council or Committee meeting to declare that interest and, in general, to withdraw from the meeting while the particular matter is being discussed.

It is considered that transactions involving Members and Chief Officers with related parties are not material.

- **Other Related Parties**

Community Leisure Services Limited are contracted to act as agents of the Council for provision of sports and leisure facilities management. In 2005/06, payments totalled £340,884 (2004/05 £349,385).

14. THE AMOUNTS OF OUTSTANDING UNDISCHARGED OBLIGATIONS ARISING FROM LONG-TERM CONTRACTS

In 2006/07 the Council is committed to making payments estimated at £2.421 million under a contract with Cleanaway Limited for the collection of refuse and recyclable waste from the authority's residents. The actual level of payments will depend upon the volumes collected and Cleanaway's performance in providing the service. This contract expires at the end of 2008/09.

Sungard and Network First maintain ICT hardware under contracts that end during 2007/08.

CLS Chorley manage four indoor leisure facilities on behalf of the Council. The Council is committed to making contract payments estimated to total £0.379 million in 2006/07. The contract continues beyond 2009/10 for two leisure facilities.

	2006/07 £'000	2007/08 £'000	2008/09 £'000	2009/10 £'000
Refuse collection/recycling	2,421	2,503	2,561	0
ICT hardware maintenance	27	7	0	0
Indoor leisure management	379	357	347	347
Total	2,827	2,867	2,908	347

15. BUILDING REGULATIONS CONTROL SERVICES

The income received and expenditure incurred in respect of Building Regulations Control Services under the Building (Local Authority Charges) Regulations 1998 were as follows:

	2003/04 £'000	2004/05 £'000	2005/06 £'000	Cumulative £'000
Income received	333	301	294	928
Less expenditure incurred	(267)	(303)	(309)	(879)
(Deficit)/Surplus for the year	66	(2)	(15)	49

notes to the consolidated revenue account



Under these regulations, the function is set a target of covering expenditure incurred in providing the services by the income earned from fees and charges, over a three-year period. Over the last three years, income has exceeded expenditure by £49,375.

16. DISCLOSURE OF AUDIT COSTS

In 2005/06 Chorley Borough Council made the following payments to the Audit Commission.

	2004/05 £'000	2005/06 £'000
Fees payable in respect of statutory inspection	10	1
Fees payable in respect of the audit of accounts	94	98
Fees payable for the certification of grant claims and returns	26	28
	130	127

housing revenue account



HOUSING REVENUE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2006

Actuals 2004/05 £'000		Actuals 2005/06 £'000
	<u>INCOME</u>	
(6,792)	Dwelling Rents	(6,955)
(98)	Non-dwelling Rents	(98)
(110)	Charges for Services and Facilities	(98)
(356)	Contributions towards expenditure	(389)
<u>(7,356)</u>	Total Income	<u>(7,540)</u>
	<u>EXPENDITURE</u>	
1,644	Repairs and Maintenance	1,714
	Supervision and Management:-	
1,245	- General	1,395
733	- Special	751
20	Rents, rates, taxes and other charges	22
(2)	Rent Rebates	0
1,465	Negative HRA Subsidy	1,355
11	Increased provision for bad or doubtful debts	46
3,100	Cost of Capital Charge	2,616
992	Depreciation and Impairment	882
40	Amortisation of Deferred Charges & Intangible Assets	15
37	Debt Management Costs	12
179	Sums directed by Secretary of State	111
	- Transfers to General Fund	
<u>9,464</u>	Total Expenditure	<u>8,919</u>
2,108	Net Cost of Services	1,379
(3,012)	Net HRA income or expenditure on the Asset Management Revenue Account	(2,532)
58	Amortised Premiums and Discounts	55
(15)	HRA Investment Income	(26)
<u>(861)</u>	Net Operating Expenditure	<u>(1,124)</u>
0	Revenue contribution to capital expenditure	150
818	Transfer to /(from) Major Repairs Reserve	888
(89)	Transfer to/(from) Pensions Reserve	(64)
<u>(132)</u>	(Surplus) / Deficit for the Year	<u>(150)</u>
(311)	Balance Brought Forward from Previous Year	(443)
<u>(443)</u>	Balance Carried Forward to Next Year	<u>(593)</u>

notes to the housing revenue account



1. HOUSING STOCK

The number of dwellings managed by the Council at 31 March 2006 was 2,950 (31 March 2005, 2,987), and can be analysed as follows:

31/03/05		31/03/06
1,233	One bedroom houses, flats and bungalows	1,229
768	Two bedroom houses, flats and bungalows	755
913	Three bedroom houses, flats and bungalows	893
73	Four bedroom houses, flats and bungalows	73
<u>2,987</u>	Total dwellings	<u>2,950</u>

2. RENT ARREARS

At 31 March 2006 cumulative arrears of rent were £203,848, for which a bad debt provision of £121,390 has been made.

3. HRA SUBSIDY FOR THE FINANCIAL YEAR

	2004/05 £'000	2005/06 £'000
Management Allowance	1,021	1,090
Maintenance Allowance	2,157	2,332
Major Repairs Allowance	1,810	1,771
Charges for Capital	464	446
Rent Rebates	0	0
Defective Housing Grant	2	2
Guideline Rent	(6,993)	(7,006)
Interest on Receipts	(5)	(3)
Admissible Allowance	9	6
Entitlement for the Year	(1,535)	(1,362)
Prior Year Adjustment	70	7
Total Subsidy in the Accounts	(1,465)	(1,355)

From 1 April 2004 the responsibility of accounting for Council housing tenants' rent rebates transferred from the HRA to the General Fund. As a result the authority has since had a negative entitlement to HRA Subsidy, as shown in the above figures, which is payable from the HRA to Central Government.

TRANSFER TO THE GENERAL FUND – RENT REBATES

A further consequence of the removal of rent rebates from the HRA, is that it is required to make a mandatory transfer to the General Fund to cover the residual liability from the rent rebate subsidy limitation scheme. In addition the Council has made a discretionary transfer under transitional arrangements to cover rent rebate overpayments. The two transfers made in 2005/06 were as follows:

	2005/06 £'000
Rent rebate subsidy limitation scheme	70
Transitional arrangement	41
	<u>111</u>

notes to the housing revenue account



4. BALANCE SHEET VALUE – LAND, HOUSES AND OTHER PROPERTY

31/03/05		31/03/06
£'000		£'000
	Operational Assets	
0	Land	0
85,418	Houses	72,258
1,029	Other Property	984
<u>86,447</u>		<u>73,242</u>
	Non-operational Assets	
550	Land	849
0	Houses	0
0	Other Property	0
<u>550</u>		<u>849</u>
<u>86,997</u>	Total Balance Sheet Value of Housing Revenue Account Assets	<u>74,091</u>

The reduction in the 2005/06 value is the result of a significant reduction in the discount factor (from 59% to 48%) that is required to be used for the conversion from the open market value to the existing social use value.

VACANT POSSESSION VALUE – PROPERTY

31/03/05		31/03/06
£'000		£'000
<u>144,940</u>	Operational Assets (dwellings)	<u>150,516</u>

EXPLANATION OF VACANT POSSESSION VALUE

The vacant possession value of assets represents the stock value of prevailing market rents, adjusted for the fact that there are probably sitting tenants who will also have an option to buy. In other words the valuation assumes a market rent rather than a sub-market rent payable by a Housing Tenant. The difference between the existing social use valuation and the vacant possession value represents the economic cost or opportunity cost to the Government and Council of providing social housing for which they receive less income from rent and sales than they would otherwise have achieved.

5. MOVEMENTS ON THE MAJOR REPAIRS RESERVE

	£'000
Balance at 1 April 2005	0
Transfer into Major Repairs Reserve in the year	1,771
Transfer from the Major Repairs Reserve in the year	0
Debits in the year in respect of HRA Capital Expenditure on dwellings	(1,771)
Balance at 31 March 2006	<u>0</u>

notes to the housing revenue account



6. CAPITAL EXPENDITURE ON LAND, HOUSES AND OTHER PROPERTY

	2004/05 £'000	2005/06 £'000
Capital Expenditure		
Land	0	0
Houses	2,350	2,176
Other Property	41	69
	<hr/>	<hr/>
	2,391	2,245
	<hr/>	<hr/>
Sources of Financing		
Borrowing	0	269
Usable capital receipts	581	27
Grants and Contributions	0	28
Revenue contributions	0	150
Major Repairs Reserve	1,810	1,771
	<hr/>	<hr/>
	2,391	2,245
	<hr/>	<hr/>

CAPITAL RECEIPTS FROM DISPOSALS

Land	144	0
Houses	3,589	1,868
Other Property	36	20
	<hr/>	<hr/>
	3,769	1,888
	<hr/>	<hr/>

7. CAPITAL CHARGE AND CAPITAL ASSET CHARGES ACCOUNTING ADJUSTMENT

The Council is required by statute (Capital asset charges under item 8) to charge the cost of capital (3.5% of the rate of HRA operational assets) into the Housing Revenue Account. The charge represents the notional cost to the Council of retaining the Housing Stock, as opposed to using the asset value to attract a return from other investments. It is purely an accounting adjustment to show the costs of using Council funds to maintain a Housing Revenue Account. The notional charge is reversed out through the Asset Management Revenue Account (below the cost of service line) so that no charge is then made to tenants. In other words the adjustment has a zero effect in expenditure terms on the Housing Revenue Account.

8. CHARGE FOR DEPRECIATION

	2004/05 £'000	2005/06 £'000
Operational Assets		
Dwellings	979	870
Other land and buildings	13	12
Non-operational Assets	0	0
	<hr/>	<hr/>
Total Charge for Depreciation	992	882
	<hr/>	<hr/>

notes to the housing revenue account



9. IMPAIRMENT CHARGES

Impairment charges represent the reduction in the value of a fixed asset where something has happened to the asset or to the economic environment to cause a reduction. Examples of this include:

- a significant decline in demand for social housing
- evidence of obsolescence or physical damage to the asset
- a significant adverse change in statutory or other regulatory environment commitment by the Authority to undertake a significant housing reorganisation.

During 2005/06 Chorley Borough Council's HRA dwellings there were no impairments as a result of physical damage and economic obsolescence. A number of dwellings that had been impaired in previous years were sold during 2005/06 in order to bring them back into residential use under new ownership.

10. DEFERRED CHARGES AND INTANGIBLE ASSETS

Deferred charges arise from capital expenditure that does not result in the acquisition of, or improvement to, fixed assets. Deferred charges are amortised to revenue over an appropriate period, usually the year in which the expenditure is incurred. The Housing Revenue Account did not incur such expenditure in 2005/06 (2004/05 - £12,644).

Purchased intangible assets, such as computer software licences, are capitalised and amortised to revenue over an appropriate period. The HRA did not incur capital expenditure on intangible assets in 2005/06 (2004/05 - £23,694).

11. PENSION RESERVE

The HRA is presented in accordance with the requirement to account for retirement benefits under the principles of FRS17. A total amount of £64,570 is included in management and maintenance expenditure to reflect the Current Service Pension Costs. These costs are negated by an equivalent contribution from the pensions reserve.

12. LARGE SCALE VOLUNTARY TRANSFER (LSVT) OF COUNCIL DWELLINGS

Following a ballot of tenants, the Council will transfer its dwellings and most other Housing Revenue Account assets to Chorley Community Housing under LSVT arrangements at the end of 2006/07.

consolidated balance sheet



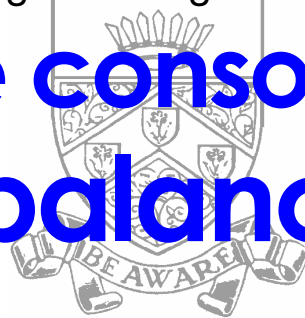
31/03/05 £'000	£'000	As at 31/03/06 £'000	Notes
610	Intangible Assets	544	1,7
	Operational Assets		
86,284	- Council Dwellings	73,092	
18,520	- Other Land and Buildings	19,879	
1,562	- Vehicles, Equipment, Plant etc.	1,653	
0	- Infrastructure	0	
1,937	- Community Assets	1,914	
	Non-Operational Assets		
2,176	- Investment Properties	3,136	
1,583	- Surplus assets held for disposal	1,195	
112,062	Tangible Fixed Assets	100,869	2,3,4,5,7
0	Deferred Charges	0	6,7
57	Long-term Investments	57	8
1,334	Long-term Debtors	1,249	9
114,063	Total long-term assets	102,719	
307	Stocks and work in progress	372	10
4,716	Debtors	7,888	11
0	Investments	1,673	
213	Cash in hand	177	
5,236	Total current assets	10,110	
0	Short-term borrowing	(7,500)	12
(6,282)	Creditors	(7,355)	11
(1,411)	Bank overdraft	445	
(7,693)	Total current liabilities	(14,410)	
111,606	Total assets less current liabilities	98,419	
0	Long-term borrowing	0	12
(34)	Deferred liabilities	(30)	13
(913)	Deferred capital receipts	(893)	
0	Provisions	0	14
(22,223)	Liability related to defined benefit pension scheme	(22,036)	15
(23,170)		(22,959)	
88,436	TOTAL ASSETS LESS LIABILITIES	75,460	

consolidated balance sheet



31/03/05 £'000		£'000	As at 31/03/06 £'000	Notes
	Represented by:			
69,061	Fixed asset restatement account		53,938	16
28,728	Capital financing account		32,871	17
959	Government grants-deferred account		1,399	18
5,578	Developers' capital contributions unapplied		5,253	19
3,061	Usable capital receipts reserve		1,138	20
(22,223)	Pensions reserve		(22,036)	15
524	Earmarked reserves	376		
2,305	General Fund balance	1,928		
443	Housing Revenue Account balance	593		
0	Major Repairs Reserve	0		
		0	2,897	21
88,436	TOTAL EQUITY		75,460	

notes to the consolidated balance sheet



1. INTANGIBLE ASSETS

	Computer software licences £'000	Licences, trademarks etc. £'000	Patents £'000	Total £'000
Valuation at 31 March 2005	1,162	0	0	1,162
Accumulated amortisation and impairment to 31 March 2005	(552)	0	0	(552)
	610	0	0	610
Additions/expenditure in year	285	0	0	285
Disposals	0	0	0	0
Impairment losses	0	0	0	0
Amortisation in year	(351)	0	0	(351)
Balance at 31 March 2006	544	0	0	544
Accumulated amortisation and impairment to 31 March 2006	(903)	0	0	(903)

Intangible assets are included in the Consolidated Balance Sheet at historical cost. They are amortised to the Consolidated Revenue Account by the straight-line method, over three to five years. During the financial year there were no changes to the estimated useful lives of the intangible assets.

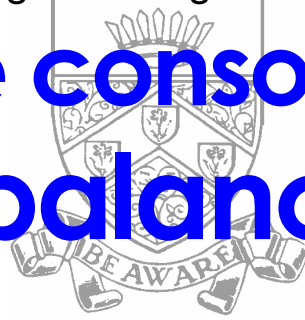
2. TANGIBLE FIXED ASSETS

	Operational Assets						Total Fixed Assets £'000
	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Equipment, Plant, etc £'000	Infra- structure £'000	Community Assets £'000	Non- Operational Assets £'000	
Certified valuation at 31 March 2005	89,251	19,072	2,069	0	2,045	3,759	116,196
Accumulated depreciation and impairment	(2,967)	(552)	(507)	0	(108)	0	(4,134)
Net book value at 31 March 2005	86,284	18,520	1,562	0	1,937	3,759	112,062
<i>Movement in 2005/06</i>							
Additions/expenditure in year	2,245	2,518	439	477	0	0	5,679
Appropriations	0	0	0	0	0	0	0
Disposals	(968)	0	0	0	0	(509)	(1,477)
Revaluations	(13,599)	(633)	(12)	(477)	(1)	1,081	(13,641)
Depreciation for year	(870)	(526)	(336)	0	(22)	0	(1,754)
Net book value at 31 March 2006	73,092	19,879	1,653	0	1,914	4,331	100,869

The net assets employed by the General Fund and Housing Revenue Account are as follows:

	Net Assets as at 31 March 2005 £'000	Net Assets as at 31 March 2006 £'000
General Fund	23,551	23,303
Housing Revenue Account	87,531	74,741
	111,082	98,044

notes to the consolidated balance sheet



The main items of capital expenditure on fixed assets during the year were:

	2005/06 £'000
Council dwellings and estate improvements	2,245
Improvements to offices, depots and other premises	2,020
Environmental improvements	593
Waste collection and recycling	133
Extension and upgrade of CCTV network	80

3. FIXED ASSET VALUATION

The following statement shows the progress of the Council's rolling programme for the revaluation of fixed assets. The valuations are carried out by qualified contractors under Mr R P Handscombe, FRICS, the Council's Head of Property Services, in accordance with the Statements of Asset Valuation Practice and Guidance Notes of The Royal Institution of Chartered Surveyors.

	Council Dwellings £'000	Other Land and Buildings £'000	Vehicles, Plant, etc £'000	Infrastructure £'000	Community Assets £'000	Non- Operational Assets £000	Total £'000
Valued at historic cost	0	0	2,496	0	221	173	2,890
Valued at current value in:							
Current year	75,941	8,418	0	0	0	2,857	87,216
2004/05	0	9,345	0	0	0	0	9,345
2003/04	0	1,362	0	0	0	1,286	2,648
2002/03	0	145	0	0	0	0	145
2001/02	988	1,600	0	0	1,773	15	4,376
2000/01 and before	0	88	0	0	50	0	138
Total	76,929	20,958	2,496	0	2,044	4,331	106,758

Depreciation of fixed assets is calculated by the straight-line method, using estimates of the remaining useful lives of the assets provided by the Council's Head of Property Services. The total depreciation charge for 2005/06 was £1,768,590 compared to £1,702,920 in 2004/05.

The estimated useful lives used in the calculation of depreciation are in the following ranges:

Council dwellings	80 years
Other traditionally built buildings	15 to 80 years
Portable office facilities	10 to 15 years
Vehicles	10 years
IT and other equipment	5 years

notes to the consolidated balance sheet



The cumulative amount of provisions for depreciation is as follows:

	Balance as at 31 March 2005 £'000	Depreciation for the year £'000	Revaluations and Appropriations £'000	Disposals in the year £'000	Balance as at 31 March 2006 £'000
Council Dwellings	2,967	870	0	0	3,837
Other land and buildings	552	540	(13)	0	1,079
Vehicles, Plant, Furniture and Equipment	507	336	0	0	843
Infrastructure	0	0	0	0	0
Community assets	108	22	0	0	130
Non-operational assets	0	0	0	0	0
Total Depreciation	4,134	1,768	(13)	0	5,889

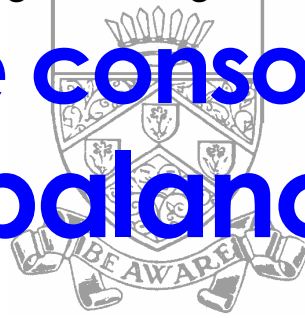
4. TANGIBLE FIXED ASSETS ANALYSIS

The analysis of the Council's principal tangible fixed assets is:

	31 March 2005		31 March 2006	
	number	area	number	area
Council dwellings	2,987		2,950	
Town Hall (including Lancastrian Room)	1		1	
Other administrative buildings	3		3	
Depots and workshops	3		3	
Off-street car parks (charged weekdays)	11	(1,295 Spaces)	12	(1,311 spaces)
Leisure centres and pools	4		4	
Museum	1		1	
Allotments	104	(8 Acres)	104	(8 acres)
Parks and recreation grounds		(357 Acres)		(357 acres)
Amenity open spaces		(454 Acres)		(454 acres)
Markets	2		2	
Cemeteries	2		2	
Community Centres	4		4	
Golf Course	1		1	
Public conveniences	5		5	

Following a ballot of tenants, the Council will transfer its dwellings and most other Housing Revenue Account assets to Chorley Community Housing under LSVT arrangements at the end of 2006/07.

notes to the consolidated balance sheet



5. FINANCE AND OPERATING LEASES

Vehicles acquired through finance leases that have been depreciated in full in previous years are excluded from the Fixed Assets total in the balance sheet. There are no outstanding primary rental obligations in respect of these leases as at 31 March 2006, and there were no secondary lease rental payments for the year 2005/06. (2004/05 - nil.)

In addition, the Council uses premises and other vehicles and equipment financed under the terms of operating leases. Such premises, vehicles and equipment are not the property of the Council and are not included in the Consolidated Balance Sheet. Details of payments in the year and obligations outstanding for future years are given under note 9 to the Consolidated Revenue Account.

A number of properties are held by the Council for use in operating leases, ie where the Council is the lessor. The gross value at 31 March 2006 was £1,598,780 (2004/05 £1,333,550) and the accumulated depreciation was £95,365 (2004/05 £99,545). The properties are included within the total for Other Land and Buildings in the Consolidated Balance Sheet. Note 9 to the Consolidated Revenue Account shows the rental income from these properties.

6. DEFERRED CHARGES

	£'000	£'000
Balance as at 1 April 2005		0
Capital expenditure in the year		
- Improvement Grants and other housing expenditure	732	
- Other capital and revenue expenditure	3,459	
	4,191	4,191
Amounts written off to Consolidated Revenue Account		
- Capitalised expenditure		(4,191)
Balance as at 31 March 2006		0

7. CAPITAL EXPENDITURE AND FINANCING

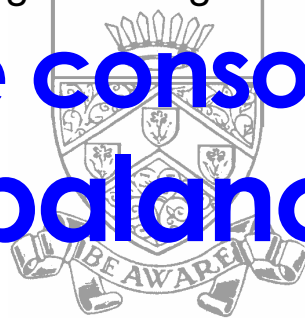
The capital expenditure for the year was financed as follows:

		2004/05 £'000	2005/06 £'000
Capital Expenditure			
Intangible Assets	(a)	603	285
Fixed Assets	(b)	4,879	5,679
Deferred Charges	(c)	3,824	4,191
		9,306	10,155
Sources of Finance			
Long-term borrowing		0	269
Capital receipts		4,088	5,514
Capital grants and contributions		3,183	2,348
Revenue (including Major Repairs Allowance)		1,905	2,024
Other	(d)	130	0
		9,306	10,155

(a) See note 1 above. (b) See note 2 above. (c) See note 6 above.

(d) 'Other' includes temporary borrowing pending the receipt of Government capital grants in the following year; and net movement in capital creditors.

notes to the consolidated balance sheet



The use of capital and revenue resources to finance capital expenditure in 2004/05 was understated by the exclusion of resources held to finance accrued expenditure. In total, £881,828 capital expenditure was left unfinanced at 31 March 2005 but has been financed in 2005/06 using resources that would otherwise have been applied in 2004/05. Resources applied in 2005/06 in respect of expenditure incurred in 2004/05 were as follows:

	£'000
Capital receipts	451
Capital grants and contributions	407
Revenue (from earmarked reserves)	24
	<u>882</u>

In 2005/06 all accrued capital expenditure has been financed in the year.

The Council has entered into contracts to deliver the following capital investment on its assets over the next three years:

		2006/07	2007/08	2008/09	Total
		£'000	£'000	£'000	£'000
Leisure facilities	Improvements to leisure centres and golf course	1,568	676	235	2,479
Astley Park & Hall	Heritage Lottery funded improvement scheme that started 2004/05	1,664	644	35	2,343
		<u>3,232</u>	<u>1,320</u>	<u>270</u>	<u>4,822</u>

8. LONG TERM INVESTMENTS

Long-term investments at 31 March are as follows:

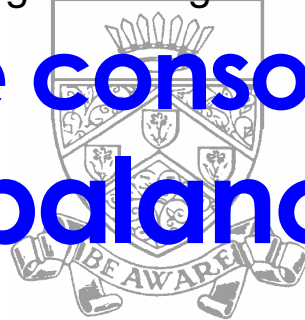
	31 March 2005	31 March 2006	
	£'000	£'000	
Association of District Councils (Properties) Limited Stock	50	50	Cost Market value
4% Manchester Corporation Stock	7	7	
	<u>57</u>	<u>57</u>	

9. LONG TERM DEBTORS

The analysis of the loans for house purchase and improvement and miscellaneous debtors is:

		Balance at		Balance at	
		1 April	Advances/ Additions	31 March	
		2005	Reductions	2006	
		£'000	£'000	£'000	
		£	£	£	
Mortgages (sale of Council houses)		57	0	(20)	37
Sale of Assets	(a)	856	0	0	856
	(b)	913	0	(20)	893
Housing Act Advances		14	0	(4)	10
Car Loans		27	13	(13)	27
Other Advances		17	0	(2)	15
Premiums on debt refinancing		363	0	(59)	304
Total Long Term Debtors		<u>1,334</u>	<u>13</u>	<u>(98)</u>	<u>1,249</u>

notes to the consolidated balance sheet



- (a) This sum relates to the Gillibrand Link Road and Housing Development, Chorley. The sum of £856,331 was received in August 2006 from the joint developers. Of this total, approximately 70 percent less deductibles will be paid to English Partnerships, the Council's development partner for this project. However, should the cost of land assembly increase as disclosed in note 22 below, the amount payable to English Partnerships would be recalculated.
- (b) See Deferred Capital Receipts.

10. VALUATION OF STOCKS

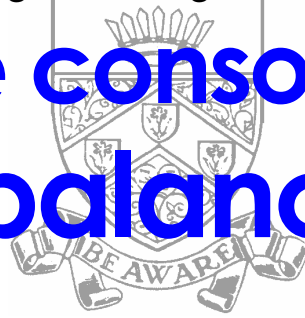
Included in the total value of stocks and work in progress at 31 March 2006 is an amount of £109,422, representing stocks valued at the estimated current replacement cost (2004/05 £99,727). The remaining value of stocks totalling £217,010 is shown at cost price (2004/05 £175,044). The requirement of the SSAP9 is that the value of stocks should be the lower of cost and net realisable value.

11. REVENUE AND CAPITAL ACCRUALS

	Creditors		Debtors	
	31 March 2005 £'000	31 March 2006 £'000	31 March 2005 £'000	31 March 2006 £'000
Analysis of Creditors and Debtors:				
Government departments	1,131	222	698	466
Other local authorities	0	0	210	209
Sundry creditors/debtors	(a) 4,009	4,763	2,552	5,653
Housing tenants	152	159	191	203
Rate and Taxpayers	959	1,032	2,193	1,958
Payments in advance	0	0	475	524
Receipts in advance	31	1,179	0	0
	6,282	7,355	6,319	9,013
<u>Less</u> provision for doubtful debts			(1,603)	(1,125)
	6,282	7,355	4,716	7,888

- (a) The majority of the increase is from adjustments at the end of the financial year relating to the lease cost of new assets, recognition of S106 sums due from developers and money owed by LCC under the waste management contract.

notes to the consolidated balance sheet



12. LOANS OUTSTANDING

	Total outstanding 31 March	
	2004/05 £'000	2005/06 £'000
Analysis of Loans by Source:		
Public Works Loan Board	0	0
Temporary Loans	0	7,500
Total Outstanding	0	7,500
Analysis of loans by maturity:		
Less than 1 year	0	7,500
Between 1 and 2 years	0	0
Between 2 and 5 years	0	0
Between 5 and 10 years	0	0
In 10 years or more	0	0
Long Term Borrowing	0	0
Total Outstanding	0	7,500

13. DEFERRED LIABILITIES

	Balance at 1 April 2005 £'000	Additions £'000	Reductions £'000	Balance at 31 March 2006 £'000
Private Street Works	13	0	0	13
Discount on refinancing of loans	21	0	(4)	17
Total Deferred Liabilities	34	0	(4)	30

S106 Developers' Contributions reported previously as Deferred Liabilities are now shown as Developer's Capital Contributions Unapplied. See note 19 below.

14. PROVISIONS

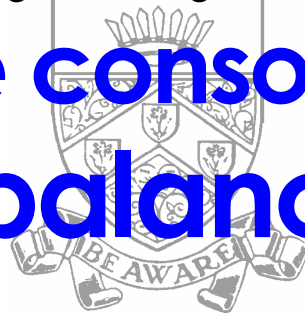
There were no miscellaneous provisions as at 31 March 2006 (2004/05 nil).

15. PENSIONS

Note 7 to the Consolidated Revenue Account contains details of the Authority's participation in the Local Government Pensions Scheme administered by Lancashire County Council.

	Local Government Pension Scheme	
	2004/05 £'000	2005/06 £'000
Estimated liabilities in scheme	(70,456)	(82,007)
Estimated assets in scheme	48,233	59,971
Net asset/(liability)	(22,223)	(22,036)

notes to the consolidated balance sheet



The liabilities show the underlying commitments that the Authority has in the long run to pay retirement benefits. The total liability has a substantial impact on the net worth of the Authority as recorded in the balance sheet.

The deficit on the Local Government Scheme can be made good by increased contribution over the remaining working life of employees, as assessed by the scheme actuary. The lowest actuarial valuation will be effective from 1 April 2005.

Liabilities have been assessed on an actuarial basis using the projected unit method, an estimate of the pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels, etc. The County Council Fund liabilities have been assessed by Mercers, an independent firm of actuaries, estimates for the County Council Fund being based on the latest full valuation of the scheme as at 1 April 2005.

The main assumptions used in their calculations have been:

Local Government Pension Scheme

	2004/05 %	2005/06 %
Rate of inflation	2.90	2.90
Rate of increase in salaries	4.65	4.65
Rate of increase in pensions	2.90	2.90
Rate for discounting scheme liabilities	5.40	4.90

Assets in the County Council Pension Fund are valued at fair value, principally market value for investments, and consist of the following categories, by proportion of the total assets held by the Fund:

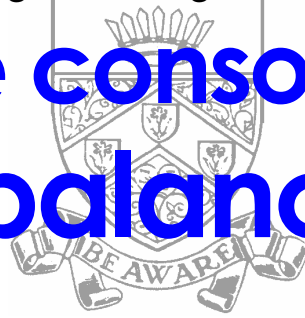
	Proportion of total assets 2004/05 %	Expected rate of return on assets %	Proportion of total assets 2005/06 %	Expected rate of return on assets %
Equity Investments	65.0	7.50	64.5	7.0
Government Bonds	9.0	4.70	7.3	4.3
Other Bonds	15.0	5.40	15.7	4.9
Property	5.0	6.50	6.0	6.0
Cash/Liquidity	3.0	4.75	3.8	4.5
Other Assets	3.0	7.50	2.7	7.0
	<u>100.0</u>		<u>100.0</u>	

16. FIXED ASSET RESTATEMENT ACCOUNT

	£'000	£'000
Balance as at 31 March 2005		69,061
Revaluation of fixed assets in year	(13,646)	
Disposal of fixed assets in year	<u>(1,477)</u>	
		<u>(15,123)</u>
Balance at 31 March 2006		<u>53,938</u>

The Fixed Asset Restatement Account was established as a requirement of the new system of capital accounting. The balance represents the difference between the valuation of assets under the previous system of capital accounting and the revaluation as at 1 April 1994. The account is reduced by the net book value of assets as they are disposed of, and increases or decreases by the amount of surplus of deficits arising from revaluations.

notes to the consolidated balance sheet



17. CAPITAL FINANCING ACCOUNT

	£'000
Balance at 31 March 2005	28,728
2005/06 Capital financing - Capital receipts	(a) 5,965
- Revenue	(a) 2,048
2005/06 Minimum Revenue Provision (less depreciation provision and impairment)	(1,963)
<i>Less:</i>	
Write down of deferred charges	(2,784)
Write down of deferred debtors	(6)
Write down of deferred liabilities	883
Balance at 31 March 2006	32,871

The Capital Financing Account contains the amounts that are required by statute to be set aside from capital receipts for the repayment of external loans, and the amount of capital expenditure financed from revenue and capital receipts. It also contains the difference between amounts provided for depreciation and that required to be charged to revenue to repay the principal element of external loans. The balance on the account is reduced as loan debt is repaid. It does not represent a resource available to the Council for financing additional capital expenditure.

(a) See note 7 above.

18. DEFERRED GOVERNMENT GRANTS AND CONTRIBUTIONS

The balance on this account represents the value of capital grants and contributions that have been applied to finance the acquisition or enhancement of fixed assets. The balance is released to revenue accounts over the life of the asset taking into account depreciation.

	£'000
Balance at 31 March 2005	959
Add; grants and contributions applied in year	627
Less: Transfer to Asset Management Revenue Account	(a) (187)
Balance at 31 March 2006	1,399

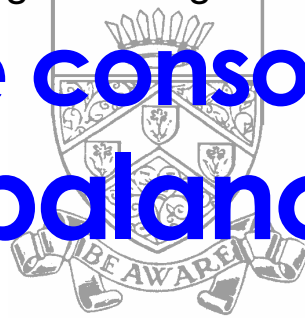
(a) See Note 4 to the Consolidated Revenue Account.

19. DEVELOPERS' CONTRIBUTIONS UNAPPLIED

Section 106 receipts are monies paid to the Council by developers 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 sums are restricted to being spent by the Council only in accordance with the agreements concluded with the developers. The section 106 receipts held by the Council during the year were paid by developers for the following purposes:

	Balance at 1 April 2005 £'000	Income £'000	Expenditure £'000	Balance at 31 March 2006 £'000
Affordable Housing	237	0	(12)	225
Transport Infrastructure	5,045	201	(483)	4,763
Recreational Facilities	211	76	(27)	260
Environmental Improvements	85	5	(85)	5
	<u>5,578</u>	<u>282</u>	<u>(607)</u>	<u>5,253</u>

notes to the consolidated balance sheet



Additional section 106 monies were received for the maintenance of facilities provided by developers, such as public open space, play areas and community centres. These contributions are treated as receipts in advance within creditors (note 11 above) and are released to revenue to fund the maintenance expenditure over a number of years.

The developers' s106 contributions for provision of new facilities were reported in previous years as Deferred Liabilities.

In July 2006, the Council paid £4.47 million of the balance held for transport infrastructure to Lancashire County Council in order to enable the construction of the Eaves Green Link Road.

20. USABLE CAPITAL RECEIPTS RESERVE

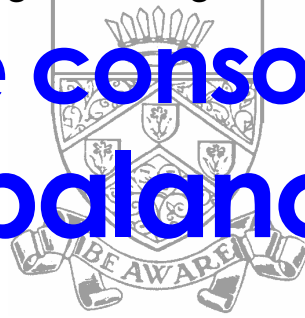
	£'000	£'000
Usable Capital Receipts as at 1 April 2005		3,061
Capital receipts during year from sales of assets	4,698	
Less pooled housing capital receipts	(685)	
Other capital receipts	29	
	<hr/>	4,042
<u>Less:</u> Capital receipts applied in capital financing during year		<hr/> (5,965)
Balance at 31 March 2006	(a)	<hr/> 1,138 <hr/>

(a) The balance of usable capital receipts as at 31 March 2006 includes £1,035,910 of receipts restricted to housing capital investment under the arrangements for the pooling of housing capital receipts.

21. FUND BALANCES AND RESERVES

	Balance at 31 March 2005 £'000	Receipts in year £'000	Payments in year £'000	Balance at 31 March 2006 £'000
These can be analysed over the various funds, as follows:				
General Fund				
general reserves	1,000	334	(250)	1,084
earmarked reserves				
- future revenue expenditure	655	442	(365)	732
- planned maintenance of assets	30	0	(30)	0
- new developments	223	0	(111)	112
- insurance reserve	147	0	(147)	0
- stock transfer reserve	250	0	(250)	0
	<hr/> 1,305	<hr/> 442	<hr/> (903)	<hr/> 844
	2,305	776	(1,153)	1,928
Housing Revenue Account				
general reserves	443	150	0	593
major repairs reserve	0	1,771	(1,771)	0
	<hr/> 443	<hr/> 1,921	<hr/> (1,771)	<hr/> 593
Earmarked Reserves				
Collection Fund	524	376	(524)	376
	<hr/> 524	<hr/> 376	<hr/> (524)	<hr/> 376
Total Fund Balances and Reserves	<hr/> <hr/> 3,272	<hr/> <hr/> 3,073	<hr/> <hr/> (3,448)	<hr/> <hr/> 2,897

notes to the consolidated balance sheet



22. CONTINGENT ASSET

The Council has claimed an amount of £636,000 from HM Revenue and Customs in relation to Value Added Tax charged on car parking in previous financial years. Recent case law indicates that this money should have been retained rather than being paid to Customs. However the ruling is subject to a judicial review, which will determine the validity of the claim.

23. CONTINGENT LIABILITY

The Council is currently in the process of implementing the single status agreement for employees. The purpose of the agreement is to ensure all employees have equal pay and conditions. Whilst in theory the exercise should be cost neutral, other authorities that have completed the process have experienced an increase in their overall pay bill. At this stage in the process it is not possible to estimate the potential liability, but this should be known towards the end of 2006/07.

Compensation is due to landowners in respect of property acquired to enable the construction of the Gillibrand Link Road. Though the Council has made budget provision in the capital programme for 2006/07, the amount claimed by the landowners exceeds this provision. The amount payable and the effect on the Council's capital resource position should become known during 2006/07.

23. EURO PREPARATION COSTS

On 1 January 1999 eleven European Union member states adopted a single currency, known as the euro. The United Kingdom did not join the 'euro zone' in that first wave of countries.

The Council has not allocated specific funds for euro preparations. It has utilised existing resources to begin the process of analysing future business risks to examine what the effects of the introduction of the euro might be on the authority. In this respect the Director of Finance has been appointed as euro co-ordinator for the Council. The Council regards such a risk analysis as a prudent part of its business planning process.

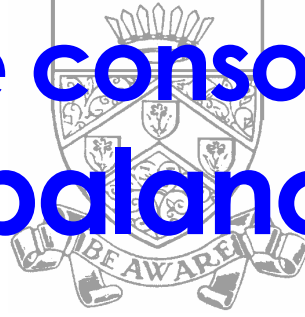
The Authority does not incur any expenditure on euro preparation that can be regarded as exceptional. Furthermore, given the uncertainty surrounding the United Kingdom's entry to the 'euro zone', it is extremely difficult to give any authoritative indication of the total costs likely to be incurred by the Authority if such an event were to occur.

24. TRUST FUNDS

The Council acts as sole or custodian trustee for five funds and the Mayor of Chorley's fundraising activities. The funds have arisen from legacies given by inhabitants of the Borough and the proceeds of the sale of the Former Free Library.

	Balance at 1 April 2005	Revaluation of Investments	Income	Expenditure	Balance at 31 March 2006
	£'000	£'000	£'000	£'000	£'000
HT Parke's Baths Fund <i>(Maintenance of Brinscall Baths)</i>	2	0	0	(0)	2
William Cocker Charity <i>(Provision of recreation grounds in Chorley)</i>	3	0	0	(0)	3
WB Park's Charity <i>(Extension of Infectious Diseases Hospital, Withnell)</i>	2	0	0	0	2
Proceeds of Sale of Former Free Library <i>(General benefit of Chorley Borough residents)</i>	76	12	6	(3)	91
Edward McKnight Memorial Fund <i>(Educational lectures in memory of E McKnight)</i>	4	0	0	0	4
Mayor of Chorley's Charity Accounts <i>(Fundraising for various charitable purposes)</i>	0	0	2	(2)	0
Total Trust Funds	87	12	8	(5)	102

notes to the consolidated balance sheet



The total value of these funds at 31 March 2006* was £102,474 (2004/05 £86,536), of which £90,296 was invested in external listed securities (2004/05 £77,580). The funds are not assets of the Council so the external investments are not included in the Consolidated Balance Sheet.

* External investments valuation as at 31 March 2006.

25. DATE OF AUTHORISATION FOR ISSUE

The Statement of Accounts includes any necessary disclosures in respect of events after the balance sheet date up to the date indicated below:

Gary Hall BA CPFA
DIRECTOR OF FINANCE

Date: 25 September 2006

statement of total movements in reserves 2005/2006



2004/05 £'000		£'000	2005/06 £'000	Notes
	Surplus/(deficit) for the year			
0	- General Fund	84		1
132	- Housing Revenue Account	150		1
(889)	Deduct appropriation to pensions reserve	11		1
(13,173)	Actuarial gains/(losses) relating to pensions	176		1, 6
(160)	Add back/(deduct) movements on specific revenue reserves	(609)		
(14,090)	Total increase/(decrease) in revenue resources		(188)	1
165	Increase/(decrease) in usable capital receipts before pooling	(1,238)		2
(673)	Effect of amounts payable to the housing capital receipts pool	(685)		2
0	Increase/(decrease) in unapplied capital grants & contributions	(325)		2
(508)	Total increase/(decrease) in realised capital resources		(2,248)	2
12,252	Gains/(losses) on revaluation of fixed assets	(13,646)		3
12,252	Total increase/(decrease) in unrealised value of fixed assets		(13,646)	3
(3,051)	Value of assets sold, disposed of or decommissioned		(1,477)	4
2,976	Capital and revenue resources set aside	4,143		5
370	Movement on Government Grants Deferred	440		5
3,346	Total increase/(decrease) in amounts set aside to finance capital investment		4,583	5
(2,051)	Total recognised gains and losses		(12,976)	

statement of total movements in reserves 2005/2006



Notes to the Statement of Total Movements in Reserves

1. Movements in Revenue Resources

	General Fund Balances £'000	HRA Balances £'000	Earmarked Reserves £'000	Pensions Reserve £'000
Surplus/(deficit) for 2005/06	84	150		
Appropriations to/(from) revenue	0	0	(609)	11
Actuarial gains and losses relating to pensions				176
	<u>84</u>	<u>150</u>	<u>(609)</u>	<u>187</u>
Balance brought forward at 1 April 2005	<u>1,000</u>	<u>443</u>	<u>1,829</u>	<u>(22,223)</u>
Balance carried forward at 31 March 2006	<u><u>1,084</u></u>	<u><u>593</u></u>	<u><u>1,220</u></u>	<u><u>(22,036)</u></u>

2. Movements in realised capital resources

	Usable capital receipts £'000	Unapplied capital contributions £'000	Unapplied capital grants £'000
Amounts receivable in 2005/06	4,726	282	1,741
Amounts payable to the housing capital receipts pool	(685)	0	0
Amounts applied to repay debt in 2005/06	0	0	0
Amounts applied to finance new capital investment in 2005/06	(5,964)	(607)	(1,741)
Total increase/(decrease) in realised capital resources in 2005/06	<u>(1,923)</u>	<u>(325)</u>	<u>0</u>
Balance brought forward at 1 April 2005	<u>3,061</u>	<u>5,578</u>	<u>0</u>
Balance carried forward at 31 March 2006	<u><u>1,138</u></u>	<u><u>5,253</u></u>	<u><u>0</u></u>

Capital grants and contributions totalling £143,950 are included within Sundry creditors (2004/05 £439,752). See Note 11 to the Consolidated Balance Sheet. S106 contributions from various developers were reported as deferred Liabilities in previous years. See Note 19 to the Consolidated Balance Sheet for additional analysis.

3. Movements in unrealised value of fixed assets

	Fixed asset restatement account £'000
Gains/(losses) on revaluation of fixed assets in 2005/06	(13,646)
Total increase/(decrease) in unrealised capital resources in 2005/06	<u><u>(13,646)</u></u>

statement of total movements in reserves 2005/2006



4. Value of Assets sold, disposed of or decommissioned	Fixed asset restatement account £'000
Amounts written off fixed asset balances for disposals in 2005/06	(1,477)
Total movement on reserve in 2005/06	(15,123)
Balance brought forward at 1 April 2005	69,061
Balance carried forward at 31 March 2006	53,938

See Note 16 to the Consolidated Balance Sheet – Fixed Asset Restatement Account.

5. Movements in amounts set aside to finance capital investment

	Capital Financing Account £'000	Government Grants Deferred £'000	Total £'000
Capital receipts set aside in 2005/06			
- reserved receipts	0		0
- usable receipts applied	5,965		5,965
- write down of deferred debtors	(6)		(6)
Total capital receipts set aside in 2005/06	5,959	0	5,959
Revenue resources set aside in 2005/06			
- capital expenditure financed from revenue	2,048		2,048
- reconciling amount for provisions for loan repayment	(3,864)		(3,864)
Total revenue receipts set aside in 2005/06	(1,816)	0	(1,816)
Grants applied to capital investment in 2005/06		627	627
Amounts credited to the asset management revenue account in 2005/06		(187)	(187)
Movement on Government Grants Deferred		440	440
Total increase/(decrease) in amounts set aside to finance capital investment	4,143	440	4,583
Balance brought forward at 1 April 2005	28,728	959	
Balance carried forward at 31 March 2006	32,871	1,399	

See Note 17 to the Consolidated Balance Sheet – Capital Financing Account; and Note 18 to the Consolidated Balance Sheet – Deferred Government Grants and Contributions.

statement of total movements in reserves 2005/2006

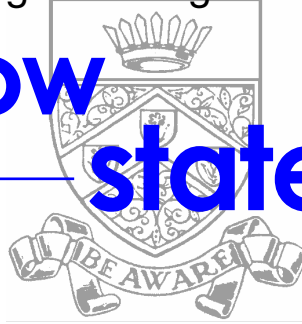


6. Actuarial Gains and Losses

The actuarial gains identified as movements on the Pensions Reserve in 2005/06 can be analysed into the following categories, measured as absolute amounts and as a percentage of assets or liabilities at 31 March 2006:

	£'000	%	
Differences between the expected and actual returns on assets	8,214	13.7	of assets
Differences between actuarial assumptions about liabilities and actual experience	(1,445)	1.8	of liabilities
Changes in the demographic and financial assumptions used to estimate liabilities	<u>(6,593)</u>	8.0	of liabilities
	<u>176</u>	0.2	of liabilities
Comparative total for 2004/05	<u>(13,173)</u>		

cash flow statement



CASH FLOW STATEMENT

FOR YEAR ENDED 31 MARCH 2006

2004/05 £'000	Revenue Activities	2005/06 £'000	Notes
	Cash Outflows		
11,820	Cash paid to and on behalf of employees	13,345	
22,562	Other operating cash payments	18,740	
8,386	Housing benefit paid out	8,931	
16,097	National non-domestic rate payments to national pool	18,740	
38,018	Precepts paid	39,017	
	Income		
(3,392)	Rents (after rebates)	(3,420)	
(38,979)	Council tax income	(40,211)	
(2,760)	National non-domestic rate receipts from national pool	(2,946)	3
(16,288)	Non-domestic rate receipts	(17,715)	
(3,508)	Revenue support grant	(3,705)	3
(11,806)	Department for Work and Pensions (DWP) grants for benefits	(12,260)	3
(3,893)	Other government grants	(4,955)	3
(9,951)	Cash received for goods and services	(8,726)	
(4,187)	Other revenue cash payments/income	(2,157)	
2,119		2,678	1
	Servicing of Finance		
	Cash Outflows		
26	Interest paid	46	
-	Interest element of finance lease rental payments	-	
	Income		
(258)	Interest received	(371)	
(232)		(325)	
	Capital Activities		
	Cash Outflows		
7,319	Purchase of fixed assets and other capital cash payments	8,334	
	Income		
(3,837)	Sale of fixed assets	(4,576)	
(2,951)	Capital grants received	(1,993)	3
(218)	Other capital cash income	(111)	
313		1,654	
2,200	Net cash (inflow)/outflow before financing	4,007	
	Financing		
	Cash Outflows		
3,000	Repayments of amounts borrowed	-	
-	Capital element of finance lease rental payments	-	
	Income		
-	New short-term loans	(7,500)	
3,000		(7,500)	
5,200	Decrease/(increase) in cash and cash equivalents	(3,493)	2

notes to the cash flow statement



1. RECONCILIATION OF REVENUE DEFICIT TO NET CASH FLOW

	£'000	£'000
Surplus/(Deficit) for the year		609
Non-Cash Transactions:		
Capital	(1,714)	
Contribution from Reserves	375	
Contribution from Provisions	264	
Government Grants Deferred	187	(888)
Items on an Accrual Basis		
Increase in Creditors	560	
Increase in Debtors	(2,688)	
Increase in Stocks and Work-In-Progress	65	(2,063)
Items in Another Classification		
Servicing of Finance		(325)
Other Revenue Activities		(11)
Net cash from revenue activities		(2,678)

2. The net decrease in cash and cash equivalents of £3.493 million is reconciled to the Consolidated Balance Sheet on the following basis:

	Balance at 01/04/05 £'000	Balance at 31/03/06 £'000	Movement in the year £'000
Cash in hand	213	177	(36)
Bank	(1,411)	445	1,856
Short term investments	-	1,673	1,673
Increase/(Decrease) in cash and cash equivalents			3,493

3. The following Government grants have been received by the Council during the year:

	£'000	£'000
Revenue		
NNDR Receipt from Pool		2,946
Revenue Support Grant		3,705
DWP Grants for Benefits		12,260
Other Government Grants:		
• Council Tax Benefits	4,777	
• Housing Revenue Account Subsidy	(1,136)	
• Benefits Administration	587	
• NNDR Administration	120	
• Home Office Community Safety Grants	188	
• DEFRA Paper Collection Grants	35	
• Supporting People Administration	-	
• Cycling Projects Fund	-	
• Planning Delivery Grant	385	
• House Renovation Grant Subsidy	-	4,956
Capital		
Housing Capital Grants	1,766	
Other Capital Grants	227	
Lottery Grant	-	1,993
Total Government Grants Received		25,860

collection fund

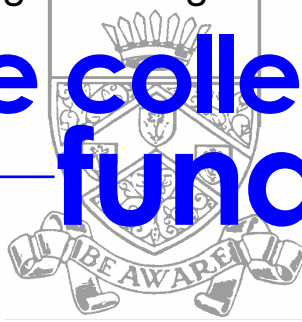


THE COLLECTION FUND REVENUE ACCOUNT

FOR YEAR ENDED 31 MARCH 2006

Actuals 2004/05 £'000		£'000	£'000	Note
Income				
38,207	Income from Council Tax		40,017	
4,522	<i>Transfers from General Fund:</i>			
(1)	Council Tax Benefits	4,693		
4,521	Transitional Relief	-	4,693	
-	Contributions Towards Council Tax Benefits		-	
17,283	Income Collectable from Business Ratepayers		18,235	2
<u>60,011</u>	Total Income		<u>62,945</u>	
Expenditure				
<i>Precepts and Demands:</i>				
31,797	Lancashire County Council	32,782		
5,714	Chorley Borough Council	6,057		
3,454	Lancashire Police Authority	3,716		
1,702	Lancashire Combined Fire Authority	1,797		
42,667			44,352	
<i>Business Rate:</i>				
17,164	Payment to National Pool	18,116		
119	Costs of Collection to the General Fund	119		
17,283			18,235	2
110	Bad and Doubtful Debts			
(916)	Write Offs	197		
(806)	Provision	(47)	150	
801	<i>Contributions:</i>			
48	Distribution of Estimated Collection Fund Surplus	357		5
849	Adjustment of Previous Years Community Charges	-	357	
<u>59,993</u>	Total Expenditure		<u>63,094</u>	
18	Surplus/(Deficit) for the year		(149)	
506	Surplus brought forward as at 1 April 2005		524	
<u>524</u>	Surplus carried forward as at 31 March 2006		<u>375</u>	

notes to the collection fund



1. GENERAL

These accounts contain the transactions of the Collection Fund. The Local Government Finance Act 1988 (as amended by the Local Government Finance Act 1992) requires the Council to maintain a separate fund for the collection and distribution of Council Tax and non-domestic rates. Collection Fund balances are consolidated in the Consolidated Balance Sheet.

2. INCOME FROM BUSINESS RATES

The Council collects non-domestic rates from local businesses, which are based on the rateable values of business premises multiplied by an amount specified by Central Government (the non-domestic rating multiplier). The gross amount due from ratepayers, less certain reliefs and other deductions, is paid into a national pool administered by Central Government. The national pool is then used to distribute business rates income back to local authorities as a standard amount per head of local adult population.

There have been significant changes to the non-domestic rates system for the financial year 2005/06 the first being the 2005 revaluation. Since business rates began in 1990 there have been revaluations of the rateable values every five years. The latest revaluations take effect from 1 April 2005 with the total rateable value of business premises in the Council's area on the 01 April 2005, as notified by the Valuation Office Agency, being £51,568,837 (£43,764,995 on 31 March 2005). But this will not lead to an increase in yield due to a decrease in the non-domestic rating multiplier. In addition a second, lower small business non-domestic rating multiplier has been introduced for small businesses.

The total rateable value of business premises in the Council's area on 31 March 2006 is £52,799,390 (£43,764,995 on 31 March 2005) and the non-domestic rating multiplier for the 2005/06 financial year is 42.2 pence, or 41.5 pence for small businesses (45.6 pence in 2004/05 for all businesses).

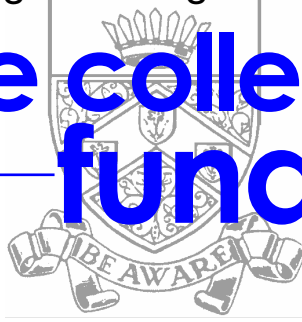
3. COUNCIL TAX BASE

The gross amount of Council Tax payable for a property is based upon a band allocated to it by the Listing Officer, who is an official of the Valuation Office Agency. There are 8 bands, A to H, and each band attracts a different level of Council Tax based on the charge at band D.

The Council set a band D Council Tax of £1,254.71. This was calculated by dividing the total of the Council's net expenditure to be met from the Council Tax and the precepts of Lancashire County Council, Lancashire Police Authority and Lancashire Combined Fire Authority by the Council Tax base. The Council Tax base is the number of band D equivalent properties in the Council's area. It represents the amount of income that would be raised by a Council Tax levy of £1.00 at band D. The Council Tax base has been calculated as follows:

BAND	RATIO TO BAND D	TOTAL NO OF PROPERTIES	TOTAL EQUIVALENT NO AFTER DISCOUNTS	BAND D EQUIVALENTS
A	6/9	13,834	11,562.75	7,706.80
B	7/9	9,720	8,669.50	6,742.90
C	8/9	8,245	7,546.00	6,707.60
D	1	5,480	5,107.25	5,107.30
E	11/9	4,128	3,909.50	4,778.30
F	13/9	1,631	1,549.50	2,238.20
G	15/9	714	672.75	1,121.30
H	18/9	62	42.25	84.50
		43,814	39,059.50	34,486.90
Plus adjustments for anticipated changes to the base and losses on collection				9.90
Band D Equivalent Number of Properties				34,496.80

notes to the collection fund



4. BAND D COUNCIL TAX

The band D Council Tax set by the Council has been calculated as follows:

	£
Lancashire County Council Precept	32,781,846
Lancashire Police Authority Precept	3,715,992
Lancashire Combined Fire Authority Precept	1,797,251
Chorley Borough Council Requirement	4,988,111*
TOTAL TO BE MET FROM COUNCIL TAX	43,283,200
Divided by Council Tax Base	34,496.80
Band D Council Tax	1,254.71

*The Chorley Borough Council requirement on the Collection Fund excludes parish precepts of £412,562 and excludes special expenses of £656,599.

5. DISTRIBUTION OF ESTIMATED COLLECTION FUND SURPLUS

Each January the Council estimates what the Collection Fund balance will be on 31 March. If there is an estimated surplus on 31 March, it has to be shared between the Council and the major precepting authorities during the following financial year. Chorley Borough Council estimated there would be a Collection Fund surplus of £357,455 on 31 March 2005, which was distributed in 2005/06 as follows:

	£'000
Chorley Borough Council	48
Lancashire County Council	266
Lancashire Police Authority	29
Lancashire Combined Fire Authority	14
	357

The estimated Collection Fund surplus for 2005/06 was £452,775. This will be distributed to the precepting authorities in 2006/07 in proportion to the value of their respective precepts on the Collection Fund.

glossary



ACCOUNTING STANDARDS BOARD (ASB)

The role of the Accounting Standards Board (ASB) is to issue accounting standards. Accounting standards developed by the ASB are contained in 'Financial Reporting Standards' (FRSs). Soon after it started its activities in 1990, the ASB adopted the standards issued by the Accounting Standards Committee (ASC), so that they also fall within the legal definition of accounting standards. These are designated 'Statements of Standard Accounting Practice' (SSAPs). Whilst some of the SSAPs have been superseded by FRSs, some remain in force. Accounting standards apply to all companies, and other kinds of entities that prepare accounts that are intended to provide a true and fair view.

ACCRUALS

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

AGENCY SERVICES

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

ASSET MANAGEMENT REVENUE ACCOUNT (AMRA)

An account that the Council is required to maintain under the new capital accounting arrangements, which apply from 1994/95 onwards. All principal repayments and interest charges on loans are charged to the account.

AUDITOR'S OPINION

The opinion required by statute from the Council's external auditors, indicating whether the statement of accounts presents fairly the financial position of the Authority.

BUDGET

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

CAPITAL EXPENDITURE

Spending on the acquisition of assets either directly by the Council or indirectly in the form of grants to other persons or bodies. Section 40 of the *Local Government and Housing Act 1989* defines 'expenditure for capital purposes'. Expenditure that does not fall within the definition must be charged to a revenue account.

CAPITAL RECEIPTS

Proceeds from the sale of fixed assets, such as land or buildings, or the repayment of capital grants or advances.

CAPITAL RECEIPTS UNAPPLIED

The proportion of capital receipts received which may be used to finance capital expenditure or to repay debt, but not to finance revenue expenditure.

COLLECTION FUND

The account which shows the transactions of the Council in relation to non-domestic rates and Council Tax, and the distribution of these to preceptors and the General Fund. The Collection Fund is consolidated with the other accounts of the Council.

glossary



COMMUNITY ASSETS

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

CONSOLIDATED BALANCE SHEET

The combined fund balance sheets of the Council.

CONTINGENT ASSET

A contingent asset is a possible asset arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the local authority's control. Contingent assets are not recognised in the accounting statements, they but are disclosed by way of notes if the inflow of a receipt or economic benefit is probable. Such disclosures indicate the nature of the contingent asset and an estimate of its financial effect.

CONTINGENT LIABILITY

A contingent liability is either:

- (a) a possible obligation arising from past events whose existence will be confirmed only by the occurrence of one or more uncertain future events not wholly within the authority's control, or
- (b) a present obligation arising from past events where it is not probable that a transfer of economic benefits will be required or the amount of the obligation cannot be measured with sufficient reliability.

COST OF MANAGEMENT AND ADMINISTRATION

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

CREDITOR

An amount owed by the Council for goods received, or services rendered to it within the accounting period, but for which payment has not been made.

CURRENT COSTS ACCOUNTING (CCA)

The presentation of the accounts in a form that aims to reflect the consequences of price and value changes.

DEBT REDEMPTION

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

DEBTOR

An amount of income due to the Council within the accounting period but not received at the balance sheet date.

DEFERRED CAPITAL RECEIPTS

Capital receipts to be received by instalments over agreed periods of time.

glossary



DEFERRED CHARGES

Expenditure which may properly be deferred, but which does not result in, or remain matched with, tangible assets. An example of a deferred charge is expenditure on items such as improvement grants.

DEPRECIATION

The measure of the wearing out, consumption, or other reduction in the useful economic life of a fixed asset.

FINANCIAL REPORTING STANDARD (FRS) 17

FRS 17, issued by the Accounting Standards Board in November 2000 and amended November 2002, set out the accounting treatment for retirement benefits such as pensions and medical care during retirement.

FIXED ASSETS

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

GENERAL FUND

The main revenue fund of the Council. Day-to-day spending on services is met from the fund. Spending on the provision of housing, however, must be charged to a separate Housing Revenue Account.

HOUSING REVENUE ACCOUNT (HRA)

An account that includes the expenditure and income arising from the direct provision of housing by the Council.

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

An intangible item may meet the definition of an asset when access to the future economic benefits that it represents is controlled by the reporting entity, either through custody or legal protection. Purchased intangible assets (eg software licences) should be capitalised as assets. Intangible assets should be amortised on a systematic basis over their economic lives.

LEASING

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

LOANS OUTSTANDING

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

MAJOR REPAIRS ALLOWANCE (MRA)

Since April 2001, local authorities have received from the Government an annual Major Repairs Allowance (MRA) to cover depreciation and ongoing major repairs, but which is not intended to cover the backlog in repairs to Council dwellings. The MRA can be accumulated year on year, to allow authorities flexibility in spending on their Housing Revenue Account stock.

glossary



MAJOR REPAIRS RESERVE (MRR)

The Major Repairs Reserve holds any unspent balances of the annual Major Repairs Allowances, to be carried forward to future years in order to fit in with the planning approach to asset management.

MINIMUM REVENUE PROVISION (MRP)

The minimum amount which must be charged to the Council's revenue account each year and be set aside for the repayment of external loans.

NATIONAL NON-DOMESTIC RATES (NNDR)

A national non-domestic rate poundage for commercial premises is set annually by the government and collected by all local authorities. The proceeds are redistributed between local authorities in proportion to their adult populations.

NET BOOK VALUE

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

NON-OPERATIONAL ASSETS

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

OPERATIONAL ASSETS

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

PRECEPT

The levy made by precepting authorities on billing authorities, requiring the latter to collect income from Council Taxpayers on their behalf.

PROVISION

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

PUBLIC WORKS LOAN BOARD (PWLB)

A Government agency that provides longer-term loans to local authorities.

RENT ALLOWANCE

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

RENT REBATE

A subsidy payable by the Council to low-income tenants in Council houses.

glossary



RESERVE

Amounts included in one financial year's accounts to provide for payment for goods or services, whether revenue or capital, in a future financial year.

REVENUE ACCOUNT

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

SECTION 137 EXPENDITURE

Section 137 of the Local Government Act 1972, as amended by Section 36 of the *Local Government and Housing Act 1989*, empowers authorities to incur expenditure for the benefit of some or all of their inhabitants that is not authorised under other powers.

STATEMENT ON INTERNAL CONTROL (SIC)

Regulation 4(2) of The Accounts and Audit Regulations 2003 requires English authorities to 'conduct a review at least once in a year of the effectiveness of its system of internal control' and include a statement on internal control with any statement of accounts.

STATEMENT OF RECOMMENDED PRACTICE (SORP)

A Statement of Recommended Practice (SORP) on Accounting Practices for local authorities is prepared regularly to assist in the determination of recommended accounting practices and the SORP's form enables it to be related to the Financial Reporting Standards issued by the Accounting Standards Board. In England and Wales, the SORP constitutes 'proper accounting practice' under the terms of Section 66(4) of the *Local Government and Housing Act 1989*. The Chartered Institute of Public Finance and Accountancy (CIPFA) is the recognised SORP setting body for local government in England and Wales. To be applicable in Scotland the SORP requires approval by the Local Authority (Scotland) Accounts Advisory Committee (LASAAC). A Joint Committee (CIPFA/LASAAC) has been established to enable the SORP to be recognised in England, Wales and Scotland.

STATEMENT OF STANDARD ACCOUNTING PRACTICE (SSAP) 9

SSAP 9 gives guidance on the accounting treatment of both stocks and long-term contracts. Stocks should be valued at the lower of cost and net realisable value (actual or estimated selling price after deduction of all further costs to completion and costs of marketing, selling and distribution).

