

**LONDON COUNCILS GRANTS COMMITTEE**

**STATEMENT OF ACCOUNTS**

**YEAR ENDED 31 MARCH 2016**

## **LONDON COUNCILS – GRANTS COMMITTEE**

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**REVIEW OF THE YEAR****Introduction**

London Councils is committed to fighting for more resources for the capital and getting the best possible deal for London's 33 local authorities.

Much of our work consists of lobbying the government and others on behalf of our member councils, not just for a fair share of resources, but also to protect and enhance council powers to enable them to do the best possible job for their residents and local businesses.

We develop policy and do all we can to help our boroughs improve the services they deliver. We also run a range of services ourselves, all designed to make life better for Londoners.

**London Councils Grants Committee**

The London Councils Grants Programme provides grants to voluntary organisations to provide specified services in London under commissioning arrangements. It was set up under Section 48 of the Local Government Act 1985. Each London Borough and the City of London contribute to the costs of the Scheme on a per capita basis, and each has a member representative on the Grants Committee. The thirty-three members meet regularly to make decisions on grant policies and distribution and the oversight of the Programme to secure full value for money.

The Programme is accounted for separately from other activities of London Councils.

The City of London is the "designated council" for the scheme, and has the responsibility under S.151 of the 1972 Local Government Act for adequate financial administration for the scheme.

The London Councils Leaders' Committee sets the overall strategy for grants and the budget.

**Financial Year 2015/16**

The financial year 2015/16 saw several developments. First, the Chair of the Grants Committee, Cllr Paul McGlone was re-elected for a fourth term. He oversaw the delivery of the third year of the current four-year cycle. This operated under the following principles and priorities set by the Leaders' Committee:

**Principles**

- Commissioning services that deliver effectively and can meet the outcomes specified by London Councils, rather than funding organisations
- Commissioning services where there is clear evidence of a need to complement existing provisions that support organisations deliver services
- Commissioning services where it is economical and efficient to deliver services on a London wide basis or where mobility is key to delivery of a service to secure personal safety
- Commissioning services that cannot reasonably be delivered locally, at a borough or sub-regional level
- Commissioning services that work with statutory and non-statutory partners and contribute to meeting the objectives of the Equality Act 2010.

Services which satisfied the principles outlined above had to operate within at least one of the following priority areas were they to be eligible for funding from the scheme:

**REVIEW OF THE YEAR (continued)****Priorities**

1. Tackling homelessness among individuals and households through direct services and/or developing new ways of working with partners to generate housing and accommodation and access services:
  - early intervention and prevention of homelessness
  - emergency accommodation and advice services
  - support services that promote new ways to prevent homelessness and access to accommodation
2. Preventing sexual; and domestic violence:
  - prevention
  - emergency accommodation and advice and support for people and organisations
  - services that support women and communities affected by forced marriage and harmful practice.
3. Tackling poverty by promoting access to employment and training drawing on opportunities for match funding provided by boroughs working with London Councils and the European Social Fund:
  - preparatory training and support to improve access to employment and further training opportunities for people not eligible for the Work Programme affected by long term conditions.
4. Providing support to London's voluntary organisations enabling those organisations gain access to funds, skills and resources to provide effective services to communities:
  - services that support voluntary organisations deliver effectively and including opportunities for front-line services to gain from funding opportunities
  - services that achieve efficiencies and improve stability through delivering services jointly through partnerships or mergers.

The third main area of the Grants Committee's work in this year was to conduct a review of the Grants Programme. This operated under the same principles set by the Leaders' Committee. It involved substantial evidence gathering including two public consultation. The Leaders and Grants Committees decided that there would be a new, four-year cycle of the Grants Programme from April 2017. This would have three priorities:

- Tackling homelessness
- Preventing and stopping sexual and domestic violence
- Tackling poverty through employment (jointly funded by the European Social Fund).

In its work, the Grants Committee is supported by the Grants and Community Services team of officers in London Councils. In 2015/16, the officer team managed the performance of the organisations to which the Grants Committee had awarded and, in particular, carried out a review of all projects' performance. The review drew on the red, amber, green risk (RAG) performance rating system that the Committee had introduced.

**RAG ratings**

The RAG risk rating system was designed to give the Grants Committee confidence that it had proper oversight of the grants awarded. It brings together a number of different measures of performance:

**REVIEW OF THE YEAR (continued)**

- performance (delivery against target outcomes – 60% of total score);
- quality (provider self-assessment and beneficiary satisfaction – 20% of total score);
- compliance (timeliness and accuracy of reporting, responsiveness and the proactive management of risk – 20% of total score).

The RAG ratings are applied in the following way:

- Green – greater than 75 points
- Amber – between 50 and 74 points
- Red – less than 50 points.

**Programme performance**

In the performance report to the Committee at its meeting in March 2016, performance was as follows:

- Priority 1 (homelessness): 28% ahead of target
- Priority 2 (sexual and domestic violence): 9% above target
- Priority 3 (poverty): 1% above target at completion
- Priority 4 (capacity building): 3% ahead of target.

The officer team also worked to ensure Committee members get better access to the programme. Working closely with Cllr McGlone, a programme of Chair's visits was arranged, which gave members an opportunity to see at first hand the work being done by providers. A provider was also invited to speak at each meeting of the Committee.

**London Funders**

London Councils works closely with London Funders, reflecting the challenges of delivering services efficiently and attracting other funding for voluntary organisations in London. London Councils provides an annual subscription of £60,000 to London Funders on behalf of the London boroughs.

**European Social Fund**

The European Social Fund (ESF) was set up to improve employment opportunities in the European Union and so help raise standards of living. It aims to help people fulfil their potential by giving them better skills and better job prospects. London Councils is a recognised commissioner and distributor of ESF. Since 2007, London Councils has been a part of the London ESF programme, which is under the strategic direction of the Mayor of London. London Councils' ESF programme contains activities, outputs and results that contribute to the employment and skills priorities in the Regional ESF Framework.

Priority 3 of the Grants Committee's programme – tackling poverty through employment – is half funded by ESF. The 10 projects closed at the end of 2015, along with that cycle of the national ESF programme.

**REVIEW OF THE YEAR (continued)****Looking forward to 2015/16**

We look forward to continuing to tackle the four priorities in the coming year. We will do this by investing in front-line projects funded by London boroughs and, in some cases, match funded by the ESF. A new ESF programme will come on stream and is expected to fund six ESF projects which address priority 3 (poverty) of the Grants Programme, joining the existing 5 projects which address priorities 1, 2 and 4 (homelessness, sexual and domestic violence and capacity building) that are overseen by the Committee.

The review of the Grants Programme will focus on turning the decisions on strategy that members made in 2015/16 into detailed service specifications. These will then be commissioned from voluntary organisations in good time before services start in April 2017.

## NARRATIVE REPORT TO THE STATEMENT OF ACCOUNTS

## Financial Information

The Committee's accounts for the 2015/16 financial year are set out over the following pages. They include:

- i) Statement of Responsibilities for the Statement of Accounts (page 7);
- ii) Movement in Reserves Statement (page 18);
- ii) Comprehensive Income and Expenditure Statement (page 19);
- iii) Balance Sheet (page 20);
- iv) Cash Flow Statement (page 21); and
- v) Notes to the Accounts (page 22 - 45).

## Revenue expenditure

The Leaders' Committee approved a gross expenditure budget for 2015/16 in December 2014 of £10.5 million, of which £9.885 million related to payments to voluntary organisations, with the residual budget of £615,000 relating to non-grant expenditure. The London boroughs gave agreement to the budget by the statutory two-thirds majority before the end of January 2015.

Set out below is a comparison between the actual and estimates for the year.

	Revised Budget £000	Actual £000	Variation £000
Expenditure	10,500	8,889	(1,611)
Income	(10,250)	(9,509)	741
<b>Net cost of services</b>	<b>250</b>	<b>(620)</b>	<b>(870)</b>
Interest Expense	-	32	32
<b>Deficit/(Surplus) for the year</b>	<b>250</b>	<b>(588)</b>	<b>(838)</b>
Net Transfer from Reserves	(250)	(579)	(329)
<b>Surplus for the year (including transfer from reserves)</b>	<b>-</b>	<b>(1,167)</b>	<b>(1,167)</b>

The surplus of £1.167 million is attributable to a surplus of £179,000 in relation to London Councils main grants programme and a surplus of £988,000 in the European Social Fund (ESF) match funded grants programme.

The surplus of £179,000 on the main grants programme is attributable to:

- an underspend of £201,000 in relation to payments for commissioned services relating to 2015/16; and
- a net overspend of £22,000 in relation to grants administration expenditure attributable to overspends of £13,000 in respect of salary costs and £23,000 for general running costs and central recharges, offset by £14,000 from investment income received on Committee reserves.

**NARRATIVE REPORT TO THE STATEMENT OF ACCOUNTS (continued)**

For the ESF/borough funded commissions, the provisional surplus of £988,000 is split between:

- a projected breakeven position relating to payments in respect of the expired 2013-15 borough/DWP ESF programme, where total residual payments to providers of £952,000 and administration costs of £56,000 have been funded by ESF grant of £494,000, a transfer from accumulated ESF reserves of £499,000 and borough contributions received in advance in 2014/15 of £15,000; and
- a projected net underspend of £988,000 in respect of the new 2016+ ESF programme, the start of which has slipped into the 2016/17 financial year. Administrative costs, estimated to be in the region of £12,000, have been incurred in respect of preparatory bid work and may be subject to a retrospective grant claim once the new programme has commenced. However, at this stage, as no substantive spend was incurred in 2015/16 on the new programme, no ESF grant will be receivable. The underspend, therefore, effectively relates to the £1 million borough contributions made during 2015/16 in respect of the funding of the new programme.

The Balance Sheet shows that the General Fund reserve balance has increased from £1.324 million at the beginning of the year to £1.993 million at the year-end. A balance is held in the General Fund reserve for cash flow purposes.

The Committee has arrangements in place to secure economy, efficiency and effectiveness in the use of its resources.



**STATEMENT OF RESPONSIBILITIES FOR THE STATEMENT OF ACCOUNTS**

**The Committee's Responsibilities**

The Committee is required to:

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

**The Chamberlain of the City of London's Responsibilities**

The Chamberlain of the City of London is responsible for the preparation of the Committee's statement of accounts in accordance with proper practices as set out in the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom ("the Code").

In preparing this Statement of Accounts, the Chamberlain of the City of London has:

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

The Chamberlain of the City of London has also:

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

**Responsible Finance Officer's Certificate**

I certify that the Statement of Accounts presents a true and fair view of the financial position of the Committee at 31 March 2016 and of its income and expenditure for the year ending 31 March 2016.

Dr Peter Kane CPFA  
The Chamberlain, City of London

22 September 2016

**APPROVAL CERTIFICATE**

At a meeting of London Councils' Audit Committee held at 59½ Southwark Street, London, SE1 0AL on 22 September 2016, the statement of accounts were approved on behalf of the Committee.

Cllr Roger Ramsey  
Chair of London Councils' Audit Committee

22 September 2016

## ANNUAL GOVERNANCE STATEMENT

### Scope of responsibility

London Councils (the Committee) is responsible for ensuring that its business is conducted in accordance with the law, that public money is safeguarded, properly accounted for and used economically, efficiently and effectively. The Committee is also responsible for securing continuous improvement in the way its functions are exercised.

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

London Councils has approved and adopted a code of corporate governance in the form of a framework, which is consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government. A copy of London Councils Corporate Governance Framework can be obtained from the Director of Corporate Governance at 59½ Southwark Street, London SE1 0AL. This statement explains how London Councils has applied this code.

### The purpose of the governance framework

The governance framework comprises the systems, processes, culture and values by which the Committee is directed and controlled and such activities through which it accounts to, and engages with, its stakeholders. It enables the organisation to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost-effective services.

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

The governance framework has been in place at London Councils for the year ended 31 March 2016 and up to the date of approval of the statement of accounts.

### The governance framework

The key elements of the Committee's governance framework include:

- **Identifying and communicating the Committee's vision of its purpose** – The Committee produces an annual Corporate Business Plan which sets out the organisation's priorities for the year. This is informed by on-going liaison with key borough stakeholders and specifically by a programme of meetings between the Chair and all Executive portfolio holders. The Corporate Business Plan is submitted to the Leaders' Committee. There are a number of ways in which the Committee communicates with relevant stakeholders which include member briefings, committee and other meetings and events such as the London Councils' Summit.
- **Reviewing the Committee's vision** - The Committee produces an Annual Review at the end of each financial year. The review provides a summary of the key activities over the last year and highlights the key achievements.

**ANNUAL GOVERNANCE STATEMENT (continued)**

- **Measuring the quality of services** - Data collected during the year feeds into the production of a key achievements report at the year end. London Councils Corporate Management Board (CMB), the London Councils Executive and the Grants and Transport and Environment Committees receive regular financial management reports that monitor actual income and expenditure trends against approved budgets. London Councils operates a complaints procedure which provides an opportunity to put things right if an error is made and assists in the search to improve the quality of services to member authorities and to Londoners. There are also a number of internal management mechanisms, such as 1:1 review meetings and a fully embedded performance appraisal framework which monitor on-going progress against objectives.
- **Defining and documenting roles and responsibilities** – The London Councils Agreement sets out the main functions and obligations of London Councils and its member authorities. The Agreement includes the standing orders and financial regulations which provide details of the delegation arrangements in place. There is a scheme of delegation in place which was last reviewed, updated and approved by the Leaders' Committee at its Annual General Meeting on 2 June 2015. There is an established protocol which provides guidance on the working relationships between elected members and officers. Additional information on the roles and responsibilities of London Councils Leaders' Committee, Executive, Grants Committee and Transport and Environment Committee are documented in their individual Terms of Reference. All London Councils officers are issued with a job description which confirms their duties within the organisation.
- **Developing, communicating and embedding codes of conduct** – All London Councils Staff have been made aware of the staff handbook which is located on the intranet site. The staff handbook sign posts staff to London Councils policies and procedures which are on the intranet. All staff are encouraged to refer to the intranet when they require guidance on London Councils policies and procedures. Reference to the staff handbook is also included in the induction training of all new staff joining London Councils with their attention specifically drawn to the financial regulations, the code of conduct, data protection and London Councils whistle blowing policy.
- **Reviewing the effectiveness of the Committee's decision-making framework** - The standing orders and financial regulations are included within the London Councils Agreement. The standing orders were last reviewed and the changes approved by Leaders' Committee on 2 June 2015. The financial regulations were also reviewed and the changes approved by the Leaders Committee on 2 June 2015. Minutes of Committee meetings are posted on London Councils website and provide an official record of decisions made.
- **Identifying and managing risks** - London Councils Risk Management Strategy and Framework was reviewed and updated in 2011/12 and approved by the Audit Committee in March 2012. London Councils Corporate Risk Register is primarily compiled from the Risk Registers for each of London Councils three Directorates. The Corporate Risk Register is reviewed in accordance with London Councils Risk Management Framework which includes an annual review by the Audit Committee and was last reviewed in September 2015. The Directorate Risk Registers are reviewed by the Audit Committee on a rolling basis. London Councils' Corporate Management Board ensures that the risk registers, both Directorate and Corporate, continue to support London Councils' corporate priorities, which provides members with assurance on how the risks identified are being managed. An internal audit review of London Councils risk management arrangements was carried out during 2015/16. The review established that an effective risk management framework is in place and recommended that a formal review of the framework should be carried out every three years.

**ANNUAL GOVERNANCE STATEMENT (continued)**

- **Anti-fraud and anti-corruption arrangements** – London Councils is committed to having an effective Anti-Fraud and Anti-Corruption strategy designed to promote standards of honest and fair conduct, prevent fraud and corruption, detect and investigate fraud and corruption, prosecute offenders, recover losses and maintain strong systems of internal control. There are two separate policies in place London Councils Whistle Blowing Policy which was last updated in November 2013 and London Councils Policy to Combat Fraud, Bribery and Corruption, which was agreed by London Councils Audit Committee in March 2014. Both were reviewed in February 2016 and are available on London Councils' intranet and website.
- **Effective management of change and transformation** – London Councils has a framework for managing organisational change which is available to all staff on the intranet. The framework provides guidance on the statutory elements of managing change and issues that should be considered when implementing changes.
- **Financial management arrangements** – London Councils' financial management arrangements conform with the governance requirements of the CIPFA statement on the Role of the Chief Financial Officer in Local Government.
- **Assurance arrangements** – London Councils' internal audit function is carried out by the City of London's internal audit team under a service level agreement for financial support services. These arrangements conform with the governance requirements of the CIPFA statement on the Role of the Head of Internal Audit in public service organisations and Public Sector Internal Audit Standards.
- **Discharge of the monitoring officer function** – • This is a statutory post under Section 5 of the Local Government and Housing Act 1989 and as such is not applicable to London Councils which is a joint committee<sup>1</sup>. However, legal advice is provided to London Councils by the City of London Corporation including governance advice and support which in a local authority would generally be provided by the borough.
- **Discharge of the head of paid service function** – London Councils' Chief Executive is the head of paid service. As with all Committee officers, the Chief Executive is issued with a job description which confirms his duties within the organisation. He is subject to appraisal arrangements with Group Leaders who assess his performance against agreed objectives.
- **Audit Committee** – London Councils' Audit Committee has its own comprehensive Terms of Reference. The Terms of Reference were reviewed by the Audit Committee on 24 September 2010. On 19 March 2015, the Audit Committee considered a revision to its Terms of Reference to include the responsibility to make a recommendation to Leaders' Committee on the appointment, reappointment and removal of the external auditor. The Audit Committee meets three times a year and is chaired by a leading member from a borough who can be a member of the Executive. The members of the Audit Committee will normally, but not necessarily, be members of London Councils Leaders' Committee and with the exception of its chair, are not members of the Executive.
- **Compliance with relevant laws and regulations** - London Councils has comprehensive financial regulations and a comprehensive set of human resources policies and procedures which are reviewed on a regular basis. These arrangements ensure compliance with all applicable statutes, regulations and other relevant statements of best practice in order to ensure that public funds are properly safeguarded and are used economically, efficiently and effectively and in accordance with the statutory and other authorities that govern their use.

<sup>1</sup> *London Councils is a joint committee of the authorities participating in the arrangements and constituted under sections 101 and 102 of the Local Government Act 1972 and section 9EB and 20 of the Local Government Act 2000, as relevant*

**ANNUAL GOVERNANCE STATEMENT (continued)**

- **Whistle-blowing** – London Councils has a whistle-blowing policy which is available to all staff on the intranet. The policy aims to encourage staff and others to feel confident in raising serious concerns by providing clear avenues through which those concerns can be raised and reassuring staff who raise concerns that they will not be victimised if they have a reasonable belief and the disclosure was made in good faith. It is also on the website and staff are encouraged to bring this policy and the policy to combat fraud, bribery and corruption to the attention of contractors and third parties.
- **Identifying the development needs of members and officers** – London Councils has access to a programme of training and development, which is available to all staff and can be found on the intranet. The aim of the programme is to assist in the achievement of the organisation's aims and objectives by providing opportunities for staff to gain the necessary skills and knowledge required to perform their tasks and duties effectively. London Councils also has a performance appraisal scheme which provides all staff with regular assessments of their performance and development needs in relation to their work objectives. Members have access to training in their own authorities. There is a member only section on London Councils' website which provides them with useful information, regular briefings in specific policy areas and a forum for information exchange.
- **Establishing clear channels of communication** – London Councils actively engages with relevant stakeholders when developing its vision and strategies. All Committee meetings are open to the public and consultations are undertaken where relevant. London Councils issues member briefings and arranges a number of events, conferences and seminars that also provide opportunities for stakeholder engagement. London Councils produces an Annual Review which provides a summary of the key achievements over the last year and annual statutory financial statements. Information on consultations, minutes of committee meetings and publications are posted on London Councils website [www.londoncouncils.gov.uk](http://www.londoncouncils.gov.uk). London Councils consults with Chief Officer groupings across boroughs in the development of its work.
- **Enhancing the accountability for service delivery and effectiveness of public service providers** - All working arrangements with public service providers are subject to signed agreements/contracts which set out the terms of the service provided. All agreements/contracts are reviewed to ensure that the roles and responsibilities of the parties involved are clearly defined and the terms are beneficial to London Councils and its member authorities. Key performance indicators are incorporated into agreements where appropriate and monitored regularly. Nominated officers are responsible for managing the outcomes of the service and establishing clear lines of communication with providers.
- **Partnership arrangements** – London Councils has a set protocol for staff to follow when working in partnership with outside bodies. A checklist is to be completed for each new partnership or project. Partnership arrangements are also subject to signed agreements which include objectives, roles and responsibilities. The performance of partnerships are monitored in the same manner as other service providers. London Councils does not currently have any material partnership arrangements.

**Review of effectiveness**

London Councils has responsibility for conducting at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of London Councils Corporate Management Board which has responsibility for the development and maintenance of the governance environment, the internal audit annual report and also by comments made by the external auditors in their annual audit letter and other reports. The review of the effectiveness of the governance framework includes:

**ANNUAL GOVERNANCE STATEMENT (continued)**

- The work of Internal Audit, undertaken by the City of London under a service level agreement, and the annual opinion of the Head of Audit & Risk Management at the City of London. Internal Audit plays a central role in providing the required assurance on internal controls through its comprehensive risk-based audit of all auditable areas within a five-year planning cycle, – with key areas being reviewed annually. This is reinforced by consultation with London Councils Corporate Management Board and London Councils' Audit Committee on perceived risk and by a rigorous follow-up audit regime. The Internal Audit Section of the City of London operates, in all aspects, in accordance with the CIPFA Code of Practice and Public Sector Internal Audit Standards. An internal audit review of governance arrangements was carried out during 2012/13 with the outcome reported to the Audit Committee in March 2013.
- The Audit Committee's review of the governance arrangements in place during 2015/16.
- London Councils Corporate Management Board considers an annual report on Corporate Governance, which includes work completed during the current year and highlights work planned for the following year.

**Areas for development during 2016/17**

The review of the effectiveness of London Councils governance arrangements has revealed the following areas for development during 2016/17:

**ICT Strategy, Security & Operational Control**

A review of the Committee's ICT strategy, security and operational control was undertaken during 2013/14. The review revealed that whilst an adequate control framework was in place, there were a number of areas that required improved controls. Management has already taking action to address a number of the issues that were raised but there are still improvements to be made in areas such as system security and infrastructure during 2016/17.

A separate review to establish and evaluate the adequacy of the updated ICT strategy was undertaken in 2015/16. It identified areas for improvement in respect of disaster recovery testing, documentation of disk storage thresholds and verification of third party compliance. These improvements will be carried out during 2016/17.

**Inventory**

A review of the Committee's key finance controls was carried out during 2015/16. The objective of the review was to ascertain and evaluate the adequacy of controls in relation to income and expenditure. The review revealed that there was a sound control environment in place with risks to system objectives reasonably managed. However, it also revealed that the information held on the inventory list for furniture and equipment was not fully compliant with the requirements of London Councils' financial regulations. An exercise to update the inventory list will be completed during 2016/17.

**Risk Management and Business Continuity**

An internal audit review of risk management and business continuity was undertaken in 2015/16. The review revealed that there was an adequate control framework in place but there were areas of improvement in relation to the frequency of reviews of the risk management framework, the reporting of the results of business continuity tests and the contents of the Business Continuity Plan. These improvements will be carried out during 2016/17.

**ANNUAL GOVERNANCE STATEMENT (continued)**

London Councils will take adequate steps over the coming year to address the above matters in order to further enhance its governance arrangements. London Councils is satisfied that these steps will address the improvement needs identified in the effectiveness review. London Councils will monitor their implementation and operation as part of our next annual review.

**Significant governance issues**

There are no significant governance issues.

John O'Brien  
Chief Executive

22 September 2016

Cllr Claire Kober OBE  
Chair of London Councils

22 September 2016



**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE LONDON COUNCILS GRANTS COMMITTEE (THE "COMMITTEE")**

(To be provided by KPMG)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE LONDON COUNCILS GRANTS COMMITTEE (THE "COMMITTEE") (continued)**

(To be provided by KPMG)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE LONDON COUNCILS GRANTS COMMITTEE (THE "COMMITTEE") (continued)**

(To be provided by KPMG)

**MOVEMENT IN RESERVES STATEMENT FOR THE YEAR ENDED 31 MARCH 2016**

This statement shows the movement in the year on the different reserves held by the Committee, analysed into usable reserves and unusable reserves. The surplus or deficit on the provision of services line shows the true economic cost of providing the Committee's services, more details of which are shown in the Comprehensive Income and Expenditure Statement.

	2015/16			2014/15		
	General Reserve	Unusable Reserves	Total Committee Reserves	General Reserve	Unusable Reserves	Total Committee Reserves
	£000	£000	£000	£000	£000	£000
<b>Balance at 1 April</b>	<b>1,324</b>	<b>(1,568)</b>	<b>(244)</b>	<b>1,950</b>	<b>(920)</b>	<b>1,030</b>
Surplus/(Deficit) on the provision of services	588	-	588	(695)	-	(695)
Other Comprehensive Income and Expenditure (note 9)	-	397	397	-	(579)	(579)
<b>Total Comprehensive Income and Expenditure</b>	<b>588</b>	<b>397</b>	<b>985</b>	<b>(695)</b>	<b>(579)</b>	<b>(1,274)</b>
Adjustments between accounting basis and funding basis under regulations (note 6)	81	(81)	-	69	(69)	-
<b>Increase/(Decrease)</b>	<b>669</b>	<b>316</b>	<b>985</b>	<b>(626)</b>	<b>(648)</b>	<b>(1,274)</b>
<b>Balance at 31 March</b>	<b>1,993</b>	<b>(1,252)</b>	<b>741</b>	<b>1,324</b>	<b>(1,568)</b>	<b>(244)</b>

# **COMPREHENSIVE INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31 MARCH 2016**

This statement shows the accounting cost in the year of providing services in accordance with generally accepted accounting practices.

	Note	2015/16 Gross Expenditure £000	2015/16 Gross Income £000	2015/16 Net £000	2014/15 Gross Expenditure £000	2014/15 Gross Income £000	2014/15 Net £000
<b>Cost of Services</b>							
<b>Direct Revenue Expenditure:</b>							
Grants to Voluntary Organisations	7	8,256	(8,979)	(723)	9,608	(9,786)	(178)
					<b>9,608</b>	<b>(9,786)</b>	<b>(178)</b>
<b>Other Operating Expenditure:</b>							
Staff costs		464	(367)	97	455	(407)	48
Premises		45	(41)	4	47	(46)	1
Central Support Services		124	(122)	2	147	(137)	10
Consultancy		-	-	-	-	(12)	(12)
One-off Payment to Boroughs		-	-	-	800	-	800
		<b>633</b>	<b>(530)</b>	<b>103</b>	<b>1,449</b>	<b>(602)</b>	<b>847</b>
<b>Net Revenue Cost of Services</b>		<b>8,889</b>	<b>(9,509)</b>	<b>(620)</b>	<b>11,057</b>	<b>(10,388)</b>	<b>669</b>
Financing and investment income and expenditure	8			32			26
<b>(Surplus)/Deficit on Provision of Services</b>				<b>(588)</b>			<b>695</b>
Actuarial (gains)/loss on pension assets/liabilities	9			(397)			579
<b>Other Comprehensive Income and Expenditure</b>				<b>(397)</b>			<b>579</b>
<b>Total Comprehensive Income and Expenditure</b>				<b>(985)</b>			<b>1,274</b>

**BALANCE SHEET AS AT 31 MARCH 2016**

The Balance Sheet shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Committee. The net assets or liabilities of the Committee (assets less liabilities) are matched by the reserves held by the Committee. Reserves are reported in two categories. The first category of reserves are usable reserves, i.e. those reserves that the Committee may use to provide services, subject to the need to maintain a prudent level of reserves and any statutory limitations on their use. The second category of reserves is those that the authority is not able to use to provide services. This category includes reserves that hold unrealised gains and losses such as the Pension Reserve.

	<b>Note</b>	<b>31 March 2016 £000</b>	<b>31 March 2015 £000</b>
Intangible Assets	11	-	1
<b>Long Term Assets</b>		<b>-</b>	<b>1</b>
Short Term Debtors	12	-	433
Cash and Cash Equivalents	13	2,303	1,218
<b>Current Assets</b>		<b>2,303</b>	<b>1,651</b>
Short Term Creditors	14	(319)	(336)
<b>Current Liabilities</b>		<b>(319)</b>	<b>(336)</b>
Other Long Term Liabilities	9	(1,243)	(1,560)
<b>Long Term Liabilities</b>		<b>(1,243)</b>	<b>(1,560)</b>
<b>Net Assets/(Liabilities)</b>		<b>741</b>	<b>(244)</b>
Usable Reserves		1,993	1,324
Unusable Reserves	15	(1,252)	(1,568)
<b>Total Reserves</b>		<b>741</b>	<b>(244)</b>

The notes on pages 22 to 45 form part of the accounts.

Dr Peter Kane CPFA  
The Chamberlain, City of London

22 September 2016

**CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2016**

The Cash Flow Statement shows the changes in cash and cash equivalents of the Committee during the reporting year. The statement shows how the Committee generates and uses cash and cash equivalents by classifying cash flows as operating, investing, and financing activities. Investing activities represent the extent to which cash outflows have been made for resources which are intended to contribute towards the Committee's future service delivery. Cash flows arising from financing activities are useful in predicting claims on future cash flows by providers of capital (i.e. borrowing) to the Committee.

	<b>2015/16</b>	<b>2014/15</b>
	<b>£000</b>	<b>£000</b>
Net surplus/(deficit) on the provision of services	588	(695)
Adjustments to net surplus/(deficit) on the provision of services for non-cash movements	497	332
Adjustments for items included in the net surplus/(deficit) on the provision of services that are investing and financing activities	(14)	(17)
<b>Net cash flows from Operating Activities (note 16)</b>	<b>1,071</b>	<b>(380)</b>
Investing Activities (note 17)	14	17
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>1,085</b>	<b>(363)</b>
<b>Cash and cash equivalents at 1 April</b>	<b>1,218</b>	<b>1,581</b>
<b>Cash and cash equivalents at 31 March</b>	<b>2,303</b>	<b>1,218</b>

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016****1. Accounting Policies****a General Principles**

The Statement of Accounts summarises the Committee's transactions for the 2015/16 financial year and its position at the year-end of 31 March 2016. The Committee prepares its accounts in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom 2015/16 and the Service Reporting Code of Practice 2015/16, supported by International Financial Reporting Standards (IFRS).

The Statement of Accounts have been prepared with the overriding requirement that it gives a 'true and fair' view of the financial position, performance and cash flows of the Committee.

The Statement of Accounts has been prepared with reference to:

- The objective of providing financial information about the reporting authority that is useful to existing and potential investors, lenders and other creditors in making decision about providing resources to it;
- The objective of providing information about the Committee's financial performance, financial position and cash flows that is useful to a wide range of users for assessing the stewardship of the Committee's management and for making economic decisions;
- The objective of meeting the common needs of most users focusing on the ability of the users to make economic decisions, the needs of public accountability and the stewardship of the Committee's resources;
- The accrual basis of accounting;
- The following underlying assumptions;
  - Going concern basis.
- The following qualitative characteristics:
  - Relevance;
  - Materiality; and
  - Faithful representation.
- The following enhancing qualitative characteristics:
  - Comparability;
  - Verifiability;
  - Timeliness; and
  - Understandability.

The accounting convention adopted in the Statement of Accounts is historical cost.

The accounting policies have been consistently applied.



**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)****1. Accounting Policies (continued)****b Accruals of Income and Expenditure**

The accounts are prepared on an accruals basis which means that income and expenditure are accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

- Revenue from the sale of goods is recognised when the Committee transfers the significant risks and rewards of ownership to the purchaser and it is probable that economic benefits or service potential associated with the transaction will flow to the Committee;
- Revenue from the provision of services is recognised when the Committee can measure reliably the percentage of completion of the transaction and it is probable that economic benefits or service potential associated with the transaction will flow to the Committee;
- Expenses in relation to services received (including those services provided by employees) are recorded as expenditure when services are received, rather than when payments are made;
- Interest receivable on investments and payable on borrowings is accounted for respectively as income and expenditure on the basis of the effective interest rate for the relevant financial instrument rather than the cash flows fixed or determined by the contract;
- Where income and expenditure has been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where it is doubtful that debts will be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected;
- Income and expenditure are credited and debited to the relevant category within the Comprehensive Income and Expenditure Statement, unless they represent capital receipts or capital expenditure; and
- Creditors for grants outstanding to voluntary organisations at the year-end are included where approved by Committee, the circumstances of the voluntary organisation have not changed since approval, and evidence shows that expenditure in respect of the grant has been incurred. Creditors for ESF grants are recognised where grant claims received from voluntary organisations exceed payments made to the claimant.

**c Allocation of Income**

Income, where possible, is allocated to the specific service area to which it relates or offsets specific expenditure. Income that is not directly attributable to a particular service is apportioned to other expenditure categories based on budgeted expenditure.

**d Cash and Cash Equivalents**

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

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

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)****1. Accounting Policies (continued)****e Contingent Liabilities**

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

**f Employee Benefits****Benefits Payable During Employment**

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

**Termination Benefits**

Termination benefits are amounts payable as a result of a decision by the Committee to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary redundancy and are charged on an accruals basis when the Committee is demonstrably committed to the termination of the employment of an officer or group of officers or making an offer to encourage voluntary redundancy.

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

**Post Employment Benefits**

As part of the terms and conditions of employment, officers of the Committee are offered membership of the Local Government Pension Scheme administered by the London Pensions Fund Authority (LPFA). The scheme provides defined benefits to its members (retirement lump sums and pensions), earned as officers work for the Committee.

This scheme is accounted for as a final salary defined benefit scheme:

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 1. Accounting Policies (continued)

- The liabilities of the pension fund attributable to the Committee are included in the Balance Sheet on an actuarial basis using the projected unit method – i.e. an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates, projected earnings of current employees etc.
- Liabilities are discounted to their value at current prices using, a discount rate of 3.8% (2014/15: 3.4%).
- The assets of the pension fund attributable to the Committee are included in the Balance Sheet at their fair value:
  - Quoted securities – current bid price;
  - Unquoted securities – professional estimate;
  - Unutilised securities – current bid price; and
  - Property – market value.
- The change in the net pensions liability is analysed into the following components:
  - Current service cost – the increase in liabilities as a result of years of service earned this year debited to the Staff Costs line in the Comprehensive Income and Expenditure Statement to the services for which the employees worked;
  - Past service cost – the increase in liabilities as a result of a scheme amendment or curtailment whose effect relates to years of service earned in earlier years debited to the Staff Costs line in the Comprehensive Income and Expenditure Statement;
  - Net interest on the net defined benefit liability (asset), i.e. net interest expense for the Committee – the change during the period in the net defined benefit liability (asset) that arises from the passage of time charged to the Financing and Investment Income and Expenditure line of the Comprehensive Income and Expenditure Statement – this is calculated by applying the discount rate used to measure the defined benefit obligation at the beginning of the period to the net defined benefit liability (asset) at the beginning of the period – taking into account any changes in the net defined benefit liability (asset) during the period as a result of contribution and benefit payments;
  - Return on plan assets – excluding amounts included in net interest on the net defined benefit liability (asset) – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure;
  - Actuarial gains and losses – changes in the net pensions liability that arise because events have not coincided with assumptions made at the last actuarial valuation or because the actuaries have updated their assumptions – charged to the Pensions Reserve as Other Comprehensive Income and Expenditure; and
  - Contributions paid to the pension fund – cash paid as employer's contributions to the pension fund in settlement of liabilities; not accounted for as an expense.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)****1. Accounting Policies (continued)**

In accordance with the Code of Practice, the General Reserve balance is charged with the actual amount payable by the Committee to the pension fund and not the amount calculated according to the accounting standard. In the Movement in Reserves Statement, there are transfers to and from the Pensions Reserve to remove the impact of the notional debits and credits for retirement benefits and replace them with debits for the cash paid to the pension fund and any such amounts payable but unpaid at the year-end. The negative balance that arises on the Pension Reserve measures the beneficial impact to the General Reserve of being required to account for retirement benefits on the basis of cash flows rather than as benefits are earned by employees.

The actuarial gains and losses are charged to Other Comprehensive Income in the Comprehensive Income and Expenditure Statement with a corresponding entry in the Pensions Reserve.

**g Exceptional Items and Prior Period Adjustments**

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

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

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

**h Financial Instruments****Financial Liabilities**

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

Currently the Committee has no borrowings.

**Financial Assets**

Financial Assets are receivables that have fixed or determinable payments but are not quoted in an active market. The assets are initially measured at fair value, and subsequently measured at their amortised cost.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)****1. Accounting Policies (continued)****i Government Grants and Contributions**

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

- the Committee will comply with the conditions attached to the payments; and
- the grants will be received.

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

Monies advanced as grants and contributions for which conditions have not been satisfied are carried in the Balance Sheet as creditors. When conditions are satisfied, the grant or contribution is credited to the relevant service line in the Comprehensive Income and Expenditure Statement.

**j Intangible Assets**

Expenditure of £1,000 or more on non-monetary assets that do not have physical substance but are controlled by the Committee as a result of past events (e.g. software licences) is capitalised when it is expected that future economic benefits or service potential will flow from the intangible asset to the Committee. Intangible assets are measured initially at cost and amortised over the life of the asset.

**k Interest Income**

Interest is credited to the Comprehensive Income and Expenditure Statements of the constituent committees based on average cash balances held by the City of London and invested in accordance with their Treasury Management Strategy Statement and Annual Investment Strategy, which is approved by the City of London's Financial Investment Board.

**l Overheads**

Central overhead costs identified as directly attributable to a particular funding stream are allocated in full to that funding stream. Where such costs are not directly attributable, they are re-charged across the funding streams using the most relevant apportionment basis, from the list below:

- Number of desk spaces;
- Full Time Equivalent units;
- Absolute value of transactions; and
- Volume of transactions.

**m Property, Plant and Equipment**

Assets that have physical substance and are held for use in the production or supply of goods or services, or for administrative purposes and that are expected to be used during more than one financial year are classified as Property, Plant and Equipment. Expenditure on the acquisition, creation, enhancement of Property, Plant and Equipment subject to a de minimis level of £1,000, is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Committee and the cost of the item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred.

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)****1. Accounting Policies (continued)**

Assets are initially measured at cost, comprising:

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

Assets are then carried in the Balance Sheet at their depreciated historical costs.

Assets are depreciated on a straight line basis, starting after the year of acquisition, over their economic useful life as follows:

- Leasehold Improvements – the lower of 10 years or the remaining period left on the lease
- Furniture and Equipment:
  - Furniture and Fittings – 5 years;
  - Computer Hardware – 3 years.

**m Property, Plant and Equipment (continued)**

Where an item of Property, Plant and Equipment has major components whose cost is significant in relation to the total cost of the item, the components are depreciated separately.

When an asset is disposed of or decommissioned, the carrying amount of the asset in the Balance Sheet is written off to the Comprehensive Income and Expenditure Statement as part of the gain or loss on disposal. Receipts from disposal (if any) are credited to the Comprehensive Income and Expenditure Statement.

**n Reserves**

Certain reserves are kept to manage the accounting processes for retirement and employee benefits and do not represent usable resources for the Committee.

**o Value Added Tax**

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

**2. Accounting Standards that have been Issued but not yet adopted**

The Code of Practice on Local Authority Accounting in the United Kingdom 2016/17 (the Code) has introduced changes in accounting policies which will be required from 1 April 2016. If these had been adopted for the financial year 2015/16 there would be no material changes to the Committee's accounts as detailed below.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

**2. Accounting Standards that have been Issued but not yet adopted (continued)**

**IAS19 Employee Benefits** – There has been a narrow scope amendment to this standard which applies to contributions from employees or third parties to defined benefit pension plans. The objective of the amendments is to simplify the accounting for contributions that are independent of the number of years of employee service, for example, employee contributions that are calculated according to a fixed percentage of salary. It clarifies the requirements on the way contributions that are linked to service should be attributed to periods of service. In addition, it permits a practical expedient if the amount of the contributions is independent of the number of years of service, in that contributions, can, but are not required, to be recognised as a reduction in the service cost in the period in which the related service is rendered. This amendment will not have a material impact on the Committee's accounts.

**IFRS11 Joint Arrangements** – There have been an amendments to this standard to require an acquirer of an interest in a joint operation in which the activity constitutes a business to apply all of the business combinations accounting principles in IFRS3 (Business Combinations) and other relevant accounting standards, except for those principles that conflict with the guidance in IFRS11. The amendment also requires disclosure of the information required by IFRS3 and other relevant accounting standards. The amendments apply to both an initial acquisition and an additional acquisition of an interest in joint operations. These amendments will not have a material impact on the Committee's accounts.

**IAS16 Property, Plant and Equipment and IAS38 Intangible Assets** – There have been amendments to these standards to clarify that a depreciation or amortisation method based on revenue generated by an activity that includes the use of an asset is unacceptable under the standards. This amendment will not have an impact on the Committee's accounts as its assets are depreciated/amortised on a straight line basis over their economic life.

**Transport Infrastructure Assets** – A change to the Code for 2016/17 will require transport infrastructure assets to be disaggregated from infrastructure asset category within Property, Plant and Equipment. The introduction of this change will have no impact on the Committee's accounts as it does not own any infrastructure assets.

In addition to items above, there are some planned improvements to existing standards that are not expected to have a material impact on the accounts.

**3. Critical Judgements in Applying Accounting Policies**

In applying the accounting policies set out in note 1, the Committee has had to make certain judgements about complex transactions or those involving uncertainty about future events.

The only critical judgement made in the Statement of Accounts is:

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

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)****4. Assumptions Made about the Future and Other Major Sources of Estimation Uncertainty**

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

The items in the Committee's Balance Sheet at 31 March 2016 for which there is a significant risk of material adjustment in the forthcoming financial year are as follows:

**Pensions**

Estimation of the net liability to pay pensions depends on a number of complex judgements relating to the discount rate used, the rate at which salaries are projected to increase, changes in retirement ages, mortality rates and expected returns on pension fund assets. Barnett Waddingham LLP, an independent firm of qualified actuaries, is engaged by the LPFA to provide the Committee with expert advice about the assumptions applied.

The effect on the net pensions liability of changes in individual assumptions can be measured. For instance, a 0.1% increase in the discount rate assumption would result in a decrease in the pension liability of £70,000. However, the assumptions interact in complex ways. During 2015/16, Barnett Waddingham LLP advised that the net pensions liability had decreased by £304,000 as a result of a change in financial assumptions.

**5. Events After the Balance Sheet Date**

The Statement of Accounts will be authorised for issue by the Director of Corporate Resources on 22 September 2016. Events taking place after this date are not reflected in the accounts or notes. Where events taking place before this date provided information about conditions existing at 31 March 2016, the figures in the accounts and notes have been adjusted in all material respects to reflect the impact of this information.

**6. Adjustments between Accounting Basis and Funding Basis Under Regulations**

This note details the adjustments that are made to the total comprehensive income and expenditure recognised by the Committee in the year in accordance with proper accounting practice to the resources that are available to the Committee to meet future capital and revenue expenditure.



## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 6. Adjustments between Accounting Basis and Funding Basis Under Regulations (continued)

Adjustments for the year ended 31 March 2016:

	General Reserve £000	Movement in Unusable Reserves £000
<b>Adjustments primarily involving the Pensions Reserve:</b>		
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (note 15)	80	(80)
<b>Adjustments primarily involving the Accumulated Absences Reserve:</b>		
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements (note 15)	1	(1)
<b>Total Adjustments</b>	<b>81</b>	<b>(81)</b>

Adjustments for the year ended 31 March 2015:

	General Reserve £000	Movement in Unusable Reserves £000
<b>Adjustments primarily involving the Pensions Reserve:</b>		
Reversal of items relating to retirement benefits debited or credited to the Comprehensive Income and Expenditure Statement (note 15)	69	(69)
<b>Adjustments primarily involving the Accumulated Absences Reserve:</b>		
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements (note 15)	-	-
<b>Total Adjustments</b>	<b>69</b>	<b>(69)</b>

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

**7. Grants to Voluntary Organisations**

The analysis of grant expenditure for the year:

	<b>2015/16</b>	<b>2014/15</b>
	<b>£000</b>	<b>£000</b>
Main Grants Programme	7,304	7,404
ESF Match Funded Programme	952	2,204
<b>Total</b>	<b>8,256</b>	<b>9,608</b>

**8. Financing and Investment Income and Expenditure**

	<b>2015/16</b>	<b>2014/15</b>
	<b>£000</b>	<b>£000</b>
Interest and Investment Income	(14)	(17)
Net loss on Pension Scheme Assets/Liabilities (see note 9)	46	43
<b>Total</b>	<b>32</b>	<b>26</b>

**9. Pensions**

As part of their terms and conditions of employment, London Councils staff are eligible to participate in the Local Government Pension Scheme (LGPS) which is a defined benefit statutory scheme administered in accordance with the Local Government Pension Scheme Regulations 2013. The scheme is contracted out of the State Second Pension and currently provides benefits based on final salary and length of service on retirement. Changes to the LGPS came into effect from 1 April 2014 and any benefits accrued from this date will be based on career average revalued salary, with various protections in place for those members in the scheme before the changes take effect.

The administering authority for the Fund is the London Pensions Fund Authority (LPFA). The LPFA Board oversees the management of the Fund whilst the day to day fund administration is undertaken by a number of teams within the administering authority. Where appropriate some functions are delegated to the Fund's professional advisers.

On 1 May 2000, London Councils staff transferred into the LPFA Scheme as London Councils was granted Admitted Body status. Prior to this date, the five predecessor bodies had different pension arrangements for staff. The accumulated benefits of staff from the previous pension schemes have been transferred to the LPFA scheme.

As administering authority to the Fund, the London Pensions Fund Authority, after consultation with the Fund Actuary and other relevant parties, is responsible for the preparation and maintenance of the Funding Strategy Statement and the Statement of Investment Principles. These should be amended when appropriate based on the Fund's performance and funding.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 9. Pensions (continued)

Employers' contributions are set every three years as a result of the actuarial valuation of the Fund required by the Regulations. The next actuarial valuation of the Fund will be carried out as at 31 March 2016 and will set contributions for the period from 1 April 2017 to 31 March 2020. There are no minimum funding requirements in the LGPS but the contributions are generally set to target a funding level of 100% using the actuarial valuation assumptions. Based on the triennial valuation as at 31 March 2013, the employers' contribution towards the Future Service Rate was set at 12% of pensionable pay for the period 1 April 2014 to 31 March 2017. In addition, there were annual employers' contributions to past service adjustments set at:

Year	Employers Contribution £000
2014/15	13
2015/16	14
2016/17	14

On the Employer's withdrawal from the plan, a cessation valuation will be carried out in accordance with Regulation 64 of the LGPS Regulations 2013 which will determine the termination contribution due by the Employer, on a set of assumptions deemed appropriate by the Fund Actuary.

In general, participating in a defined benefit pension scheme means that the Employer is exposed to a number of risks:

- Investment risk. The Fund holds investment in asset classes, such as equities, which have volatile market values and while these assets are expected to provide real returns over the long-term, the short-term volatility can cause additional funding to be required if a deficit emerges;
- Interest rate risk. The Fund's liabilities are assessed using market yields on high quality corporate bonds to discount the future liability cashflows. As the Fund holds assets such as equities the value of the assets and liabilities may not move in the same way;
- Inflation risk. All of the benefits under the Fund are linked to inflation and so deficits may emerge to the extent that the assets are not linked to inflation; and
- Longevity risk. In the event that the members live longer than assumed a deficit will emerge in the Fund. There are also other demographic risks.

In addition, as many unrelated employers participate in the London Pensions Fund Authority Pension Fund, there is an orphan liability risk where employers leave the Fund but with insufficient assets to cover their pension obligations so that the difference may fall on the remaining employers.

All of the risks above may also benefit the Employer e.g. higher than expected investment returns or employers leaving the Fund with excess assets which eventually get inherited by the remaining employers.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 9. Pensions (continued)

The LPFA, as administering authority, provided Barnett Waddingham LLP, an independent firm of qualified actuaries with scheme membership information as at 31 March 2013 for all employees within London Councils as part of the triennial valuation. Assets were allocated within the LPFA Pension Fund based on these calculated liabilities. The triennial valuation as at 31 March 2013 was the starting point for the 'roll forward' IAS 19 valuations. In order to assess the actuarial value of the LPFA Pension Fund's liabilities as at 31 March 2016 attributable to London Councils, scheme liabilities have been assessed by Barnett Waddingham LLP on an actuarial basis using the projected unit method, and estimate of pensions that will be payable in future years dependent on assumptions about mortality rates, salary levels etc.

The individual committees' share of assets and liabilities of the pension scheme are not separable, therefore, all assets, liabilities, charges, returns and other costs have been allocated to each committee in accordance with the proportion of employer contributions paid by the committee as a percentage of the total paid by London Councils in the year. This approach results in an adjustment to the Defined Benefit Obligation and the Fair Value of Employer's Assets as a result of the difference between the percentage used to apportion the deficit at the start of the financial year and the percentage used at the end of the financial year.

**Financial Assumptions**

The financial assumptions as at 31 March 2016:

<b>Assumptions as at:</b>	<b>31 March 2016 (% per annum)</b>	<b>31 March 2015 (% per annum)</b>
RPI increases	3.4%	3.3%
CPI increases	2.5%	2.5%
Salary increases	4.3%	4.3%
Pension increases	2.5%	2.5%
Discount rate	3.8%	3.4%

These assumptions are set with reference to market conditions at 31 March 2016.

Our estimate of the duration of the Employer's liabilities is 21 years.

The discount rate is the annualised yield at the 21 year point on the Merrill Lynch AA rated corporate bond curve which has been chosen to meet the requirements of IAS 19 and with consideration of the duration of the Employer's liabilities. This is consistent with the approach used at the last accounting date.

The RPI increase assumption is set based on the difference between conventional gilt yields and index-linked gilt yields at the accounting date using data published by the Bank of England, specifically the 21 year point on the BoE spot inflation curve. This is consistent with the approach used at the last accounting date.

As future pension increases are expected to be based on the Consumer Prices Index (CPI) rather than RPI, we have made a further assumption about CPI which is that it will be 0.9% p.a. below RPI i.e. 2.5% p.a. We believe that this is a reasonable estimate for the future differences in the indices, based on the different calculation methods.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 9. Pensions (continued)

Salaries are then assumed to increase at 1.8% p.a. above CPI in addition to a promotional scale.

**Demographic and Statistical Assumptions**

A set of demographic assumptions that are consistent with those used for the funding valuation as at 31 March 2013 have been adopted. The post retirement mortality tables have been constructed based on Club Vita analysis. These base tables are then projected using the CMI 2012 Model, allowing for a long term rate of improvement of 1.5% per annum.

The assumed life expectations from age 65 are:

	31 March 2016	31 March 2015
Retiring today:		
Males	22.4	22.3
Females	25.4	25.3
Retiring in 20 years:		
Males	24.8	24.7
Females	27.7	27.6

The following assumptions have also been made:

- Members will exchange half of their commutable pension for cash at retirement;
- Members will retire at one retirement age for all tranches of benefit, which will be the pension weighted average tranche retirement age; and
- No members will take up the option under the new LGPS to pay 50% of contributions for 50% of benefits.

The fair value of the pension scheme assets attributable to the Grants Committee at 31 March 2015:

	At 31 March 2016		At 31 March 2015	
	£000	%	£000	%
Equities	1,032	46%	1,095	43%
LDI/Cashflow matching	225	10%	189	8%
Target return portfolio	473	21%	730	29%
Infrastructure	122	5%	125	5%
Commodities	10	0%	23	1%
Property	79	4%	72	3%
Cash	281	13%	290	11%
	<b>2,222</b>	<b>100%</b>	<b>2,524</b>	<b>100%</b>

Quoted securities included within the assets values above have been measured at their bid value in accordance with the Code. Under the Liability Driven Investment (LDI), RPI swaps are used to hedge 25% of the Funds cashflow liability against inflation.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 9. Pensions (continued)

The analysis of the net value of the pension scheme assets and liabilities recognised in the Balance Sheet as at 31 March 2016 is as follows:

	At 31 March 2016	At 31 March 2015
	£000	£000
Fair value of employer assets	2,222	2,524
Present value of scheme liabilities	(3,462)	(4,080)
<b>Net Liability</b>	<b>(1,240)</b>	<b>(1,556)</b>
Present value of unfunded liabilities	(3)	(4)
<b>Net Liability in Balance Sheet</b>	<b>(1,243)</b>	<b>(1,560)</b>

The analysis of the amounts recognised in the Comprehensive Income and Expenditure Account for the year ended 31 March 2016 is as follows:

	At 31 March 2016	At 31 March 2015
	£000	£000
Service cost	79	72
Net interest on the defined liability	46	43
Administration expenses	3	4
<b>Total</b>	<b>128</b>	<b>119</b>

The reconciliation of the Defined Benefit Obligation at 31 March 2016 is as follows:

	At 31 March 2016	At 31 March 2015
	£000	£000
<b>Opening Defined Benefit Obligation</b>	<b>(4,084)</b>	<b>(3,086)</b>
Current service cost	(79)	(72)
Interest cost	(122)	(150)
Change in financial assumptions	304	(552)
Estimated benefits paid net of transfers	53	75
Contributions by scheme participants	(24)	(27)
Adjustment arising from apportionment of pension liability	487	(272)
<b>Closing Defined Benefit Obligation</b>	<b>(3,465)</b>	<b>(4,084)</b>

The reconciliation of the Fair Value of Employer's Assets at 31 March 2016 is as follows:

	At 31 March 2016	At 31 March 2015
	£000	£000
<b>Opening Fair Value of Employer's Assets</b>	<b>2,524</b>	<b>2,174</b>
Interest on assets	76	107
Return on assets less interest	(93)	53
Administration expenses	(3)	(4)
Contributions by employer	49	51
Contributions by scheme participants	24	27
Estimated benefits paid plus unfunded net of transfers in	(54)	(76)
Adjustment arising from apportionment of pension liability	(301)	192
<b>Closing Fair Value of Employer's Assets</b>	<b>2,222</b>	<b>2,524</b>

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 9. Pensions (continued)

The estimation of the defined benefit obligations is sensitive to the actuarial assumptions set out above. The sensitivity analyses below have been determined based on reasonably possible changes of the assumptions occurring at the end of the reporting period and assumes for each change that the assumption analysed changes while all the other assumptions remain constant. The assumptions in longevity, for example, assume that life expectancy increases or decreases for men and women. In practice, this is unlikely to occur, and changes in some of the assumptions may be interrelated. The estimations in the sensitivity analysis have followed the accounting policies for the scheme, ie on an actuarial basis using the projected unit credit method. The methods and types of assumptions used in preparing the sensitivity analysis below did not change from those used in the previous period.

Sensitivity analysis:

	£000	£000	£000
<b>Adjustment to Discount Rate</b>	<b>+0.1%</b>	<b>0.0%</b>	<b>-0.1%</b>
Present value of total obligation	3,395	3,495	3,538
Projected service cost	68	70	72
<b>Adjustment to Long-term Salary Increases</b>	<b>+0.1%</b>	<b>0.0%</b>	<b>-0.1%</b>
Present value of total obligation	3,474	3,465	3,458
Projected service cost	70	70	70
<b>Adjustment to Pension Increases and Deferred Revaluation</b>	<b>+0.1%</b>	<b>0.0%</b>	<b>-0.1%</b>
Present value of total obligation	3,531	3,465	3,402
Projected service cost	72	70	69
<b>Adjustment to Mortality Age Rating Assumption</b>	<b>+1 year</b>	<b>None</b>	<b>-1 year</b>
Present value of total obligation	3,565	3,465	3,369
Projected service cost	72	70	68

The analysis of the re-measurements in Other Comprehensive Income and Expenditure for the year ended 31 March 2016 is as follows:

	At 31 March 2016	At 31 March 2015
	£000	£000
Return on plan assets less interest	(93)	53
Change in financial assumptions	304	(552)
Adjustment arising from apportionment of pension liability	186	(80)
<b>Re-measurements</b>	<b>397</b>	<b>(579)</b>

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 9. Pensions (continued)

The projections for the year to 31 March 2017 is as follows:

	<b>2016/17</b>
	<b>£000</b>
Service cost	70
Net interest on the defined liability	46
Administration expenses	3
<b>Total</b>	<b>119</b>
Employers contribution	47

## 10. Property, Plant and Equipment

	<b>Furniture and Equipment £000</b>	<b>Total £000</b>
<b>Cost</b>		
At 1 April 2015	<b>6</b>	<b>6</b>
Additions	-	-
Disposals	-	-
<b>At 31 March 2016</b>	<b>6</b>	<b>6</b>
<b>Accumulated Depreciation</b>		
At 1 April 2015	<b>6</b>	<b>6</b>
Charge for the year	-	-
Charge relating to Disposals	-	-
<b>At 31 March 2016</b>	<b>6</b>	<b>6</b>
<b>Net Book Value</b>		
<b>At 31 March 2016</b>	<b>-</b>	<b>-</b>
<b>At 31 March 2015</b>	<b>-</b>	<b>-</b>



## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 10. Property, Plant and Equipment (continued)

Comparative movements in 2014/15:

	Furniture and Equipment £000	Total £000
<b>Cost</b>		
At 1 April 2014	6	6
Additions	-	-
Disposals	-	-
<b>At 31 March 2015</b>	<b>6</b>	<b>6</b>
<b>Accumulated Depreciation</b>		
At 1 April 2014	6	6
Charge for the year	-	-
Charge relating to Disposals	-	-
<b>At 31 March 2015</b>	<b>6</b>	<b>6</b>
<b>Net Book Value</b>		
<b>At 31 March 2015</b>	<b>-</b>	<b>-</b>
<b>At 31 March 2014</b>	<b>-</b>	<b>-</b>

There are no contractual commitments for the acquisition of Property, Plant and Equipment.

## 11. Intangible Assets

The intangible assets consist solely of purchased computer software. The Committee accounts for its software as intangible assets, to the extent that the software is not an integral part of a particular IT system and accounted for as part of the hardware item of Property, Plant and Equipment. The carrying amount of computer software, accounted for as intangible assets, are amortised on a straight line basis, starting after the year of acquisition, over the lower of 3 years or the length of the software licence.

The movement on Intangible Asset balances during the year is as follows:

	31 March 2016 £000	31 March 2015 £000
<b>Balance at start of year:</b>		
Gross carrying amount	4	4
Accumulated amortisation	(3)	(2)
<b>Net carrying amount for the year</b>	<b>1</b>	<b>2</b>
Additions	-	-
Disposals	-	-
Amortisation for the year	(1)	(1)
<b>Net carrying amount at end of year</b>	<b>1</b>	<b>1</b>
Comprising:		
Gross carrying amount	4	4
Accumulated amortisation	(4)	(3)
	-	1

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

**11. Intangible Assets (continued)**

The capital expenditure on intangible assets will be funded from revenue budgets in line with the annual amortisation charge.

There are no contractual commitments for the acquisition of Intangible Assets.

**12. Short Term Debtors**

	<b>31 March 2016</b>	<b>31 March 2015</b>
	<b>£000</b>	<b>£000</b>
Other local authorities	-	184
Public corporations and trading funds	-	87
Other entities and individuals	-	162
<b>Total</b>	<b>-</b>	<b>433</b>

The debtor balances at 31 March 2015 consisted of amounts due from member boroughs of £184,000 (excluding payments in advance and bad debt provision) for their quarterly subscriptions, payments in advance of £158,000, a bad debt provision of £57,000 and other debtors of £148,000.

**13. Cash and Cash Equivalents**

	<b>31 March 2016</b>	<b>31 March 2015</b>
	<b>£000</b>	<b>£000</b>
Cash balances held by the City of London	2,303	1,218
<b>Total</b>	<b>2,303</b>	<b>1,218</b>

**14. Short Term Creditors**

	<b>31 March 2016</b>	<b>31 March 2015</b>
	<b>£000</b>	<b>£000</b>
Other local authorities	-	(15)
Public corporations and trading funds	-	(15)
Other entities and individuals	(319)	(306)
<b>Total</b>	<b>(319)</b>	<b>(336)</b>

Included within the creditor balances above are accruals of £319,000 (2013/14: £306,000) and receipts in advance of Nil (2013/14: £30,000).

**15. Unusable Reserves**

	<b>31 March 2016</b>	<b>31 March 2015</b>
	<b>£000</b>	<b>£000</b>
Pensions Reserve	(1,243)	(1,560)
Accumulated Absences Reserve	(9)	(8)
<b>Total</b>	<b>(1,252)</b>	<b>(1,568)</b>

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 15. Unusable Reserves (continued)

## Pensions Reserve

The Pensions Reserve absorbs the timing differences arising from the different arrangements for accounting for post employment benefits and for funding benefits in accordance with statutory provisions. The Committee accounts for post employment benefits in the Comprehensive Income and Expenditure Statement as the benefits are earned by employees accruing years of service, updating the liabilities recognised to reflect inflation, changing assumptions and investment returns on any resources set aside to meet the costs. However, statutory arrangements require benefits earned to be financed as the Committee makes employer's contribution to the pension fund or eventually pays any pensions for which it is directly responsible. The debit balance on the Pension Reserve therefore shows a substantial shortfall in the benefits earned by past and current employees and the resources the Committee has set aside to meet them. The statutory arrangements will ensure that funding will have been set aside by the time the benefits come to be paid.

	2015/16		2014/15	
	£000	£000	£000	£000
<b>Balance at 1 April</b>		<b>(1,560)</b>		<b>(912)</b>
Actuarial (loss)/gain on pension assets and liabilities		397		(579)
Reversal of items relating to retirement benefits debited or credited to the Surplus or Deficit on the Provision of Services in the Comprehensive Income and Expenditure Statement	(129)		(120)	
Employer's pensions contribution and direct payments to pensioners payable in the year	49	(80)	51	(69)
<b>Balance at 31 March</b>		<b>(1,243)</b>		<b>(1,560)</b>

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 15. Unusable Reserves (continued)

**Accumulated Absences Reserve**

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

	2015/16 £000	£000	2014/15 £000	£000
Balance at 1 April		(8)		(8)
Settlement or cancellation of accrual made at the end of the preceding year	8		8	
Amounts accrued at the end of the current year	(9)		(8)	
Amount by which officer remuneration charged to the Comprehensive Income and Expenditure Statement on an accruals basis is different from remuneration chargeable in the year in accordance with statutory requirements		(1)		-
<b>Balance at 31 March</b>		<b>(9)</b>		<b>(8)</b>

## 16. Cash Flow Statement – Operating Activities

	2015/16 £000	£000	2014/15 £000	£000
<b>Surplus/(Deficit) on Provision of Services</b>		<b>588</b>		<b>(695)</b>
Adjusted for:				
Current service cost adjustment	34		26	
Amortisation of intangible assets	1		1	
Net loss on pension scheme assets/liabilities	46		43	
Increase/(Decrease) in debtors	433		602	
Decrease in creditors	(17)		(340)	
<b>Adjustments for non-cash movements</b>		<b>497</b>		<b>332</b>
Interest and Investment Income	(14)		(17)	
<b>Adjustments for investing and financing activities</b>		<b>(14)</b>		<b>(17)</b>
<b>Net cash flows from Operating Activities</b>		<b>1,071</b>		<b>(380)</b>

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

**17. Cash Flow Statement – Investing Activities**

	<b>2015/16</b>	<b>2014/15</b>
	<b>£000</b>	<b>£000</b>
Interest and Investment Income	14	17
<b>Total</b>	<b>14</b>	<b>17</b>

**18. Members' Allowances**

The Committee paid the following amounts to members of its Committees during the year.

	<b>2015/16</b>	<b>2014/15</b>
	<b>£000</b>	<b>£000</b>
Members Allowances	19	18

**19. Officers' Remuneration**

There are no employees whose remuneration (including termination payments but excluding employer's pension contributions) was £50,000 or more (2014/15: Nil).

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

## 19. Officers' Remuneration (continued)

London Councils' Senior Officers whose salaries are between £50,000 and £150,000.

Post Holder	2015/16			2014/15		
	Salary	Pension	Total Remuneration	Salary	Pension	Total Remuneration
	£	£	£	£	£	£
Corporate Director – Services	30,735	3,688	34,423	30,735	3,688	34,423
Director – Corporate Governance	4,969	596	5,565	4,896	586	5,482
<b>Total</b>	<b>35,704</b>	<b>4,284</b>	<b>39,988</b>	<b>35,631</b>	<b>4,274</b>	<b>39,905</b>

The salaries of the senior officers disclosed above are allocated between London Councils Joint Committee, Grants Committee and Transport and Environment Committee. The allocation of their salary costs to the Grants Committee are as follows:

- Corporate Director - Services – 25% (2014/15: 25%)
- Director – Corporate Governance – 5% (2014/15: 5%)

	2015/16	2014/15
	£	£
Remuneration of highest paid Director	122,940	122,940
Remuneration of median member of staff	32,964	33,051
Multiple between the median member of staff and the highest paid director	3.73	3.72

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016 (continued)

**20. Termination Benefits**

There were termination payments of £3,000 included in the Comprehensive Income and Expenditure Statement for 2015/16 (2014/15: NIL).

**21. External Audit Costs**

The Committee incurred the following amounts in relation to the audit of the Statement of Accounts:

	2015/16 £000	2014/15 £000
Fees payable in respect of the audit of the Statement of Accounts:		
Fees payable to PricewaterhouseCoopers LLP	3	7
Rebate received from Audit Commission	-	(1)
	<b>3</b>	<b>6</b>

**22. Related Parties**

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

**Member Boroughs**

Member boroughs have direct control over the Committees activities through their membership of London Councils Leaders' and Grants Committees. The total value of income from subscriptions recognised in the Comprehensive Income and Expenditure Statement from member boroughs during 2015/16 was £9.014 million (2014/15: £9.261 million). There were no one-off payments made to member boroughs during 2015/16 (2014/15: £800,000). On 31 March 2016, there were no debtor balances owed by member boroughs (2014/15: £184,000) and there were no credit balances owed to member boroughs (2014/15: £15,000).

**23. Grant Commitments**

The value of commitments in 2016/17 is £9.385 million. Included within these amounts is £1.88 million in respect of the European Social Fund (ESF) Co-Financing Programme. The Committee will receive a contribution of £940,000 from ESF which represents 50% of the total grant expenditure under the co-financing programme.

**24. Consolidated Accounts**

These accounts form part of the consolidated accounts for London Councils. A copy of the consolidated accounts for 2014/15 can be obtained from the Director of Corporate Resources, 59½ Southwark Street, London, SE1 0AL.

**25. Segmental Reporting**

The information in the accounts is set out in the segments based on the Committee's internal management reporting. Therefore, no further disclosures are required.

**GLOSSARY****Accounting Policies**

The specific principles, bases, conventions, rules and practices applied by the Council in preparing and presenting the accounts.

**Accruals**

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

**Actuarial Gains and Losses**

Changes in actuarial deficits or surpluses that arise because either actual experience or events have differed from the assumptions adopted at the previous valuation (experience gains or losses) or the actuarial assumptions have been changed.

**Actuary**

An independent consultant who advises on the financial position of the Pension Fund.

**Balance Sheet**

A statement showing the position of the Council's assets and liabilities as at 31 March in each year.

**Budget**

A forecast of the Committee's planned expenditure. Budgets are reviewed during the course of the financial year to take account of pay and price changes and other factors affecting the level or cost of services.

**Capital Charges**

A charge to service revenue accounts to reflect the cost of fixed assets used in the provision of services. The charge includes depreciation (intended to represent the cost of using the asset) and any impairment that may have occurred in the year of account.

**Capital Expenditure**

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

**Carrying amount**

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

**Change in Accounting Estimate**

An adjustment of the carrying amount of an asset or a liability, or the amount of the periodic consumption of an asset, that results from the assessment of the present status of, and expected future benefits and obligations associated with, assets and liabilities. Changes in accounting estimates result from new information or new developments and, accordingly, are not correction of errors.

**Consistency**

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

**Contingent**

A condition which exists at the balance sheet date where the outcome will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the authority's control.



**GLOSSARY (continued)****Creditors**

Amounts owed by the Committee for goods received or services provided before the end of the accounting period but for which payments have not been made by the end of that accounting period.

**Current Asset**

An asset that will be consumed or cease to have value within one year of the reporting date. Examples are inventories and debtors.

**Current Expenditure**

A general term for the direct running costs of local authority services, including employee costs and running expenses.

**Current Liability**

An amount which will become payable or could be called in within the next accounting period, examples are creditors and cash overdrawn.

**Current Service Cost**

The increase in the present value of a defined benefit obligation resulting from employee service in the current period.

**Curtailments**

Curtailments arise as a result of the early payment of accrued pensions on retirement on the grounds of efficiency, redundancy or where the employer has allowed employees to retire on unreduced benefits before they would otherwise have been able to do so.

**Debtors**

Amounts due to the Committee before the end of the accounting period but for which payments have not yet been received by the end of that accounting period.

**Depreciation**

The loss in value of a fixed asset due to age, wear and tear, deterioration or obsolescence.

**Employee benefits**

All forms of consideration given by an entity in exchange for service rendered by employees.

**Events after the reporting period**

Those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the accounts are authorised for issue. Two types of events can be identified: a) those that provide evidence of conditions that existed at the end of the reporting period (adjusting events after the reporting period), and b) Those that are indicative of conditions that arose after the reporting period (non-adjusting events after the reporting period).

**Fair Value**

The amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties in an arm's length transaction. In accounting terms, fair values are approximated by the present value of the cash flows that will take place over the remaining life of the financial instrument.

**Fixed Assets**

Tangible assets that yield benefit to the Committee and its services for a period of more than one year.

**Historical Cost**

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

**GLOSSARY (continued)****Impairment**

A reduction in the value of a fixed asset below its carrying amount on the balance sheet.

**Intangible Assets**

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

**Inventories**

Assets that are: a) in the form of materials or supplies to be consumed in the production process b) in the form of materials or supplies to be consumed or distributed in the rendering of services c) held for sale or distribution in the ordinary course of operations, or d) in the process of production for sale or distribution.

**Levies**

A payment that a local authority is required to make to a particular body (a levying body) to meet specific services.

**Material**

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the accounts. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the item, or a combination of both, could be the determining factor.

**Net Realisable Value**

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

**Operational Assets**

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

**Past Service Cost**

The increase in the present value of Pension Fund liabilities arising in the current year from previous years' service. Past service cost may be either positive (where benefits are introduced or improved) or negative (where existing benefits are reduced).

**Pensions Interest Cost**

The expected increase during a period in the present value of Pension Fund liabilities which arises because the benefits are due one year closer to settlement.

**Post Balance Sheet Events**

Those events, both favourable and unfavourable, which occur between the balance sheet date and the date on which the Statement of Accounts is signed by the responsible financial officer.

**Post-Employment Benefits**

Employee benefits (other than termination benefits) which are payable after the completion of employment.

**Present Value of a Defined Benefit Obligation**

The present value, without deducting any plan assets, of expected future payments required to settle the obligation resulting from employee service in the current and prior periods.

**Provision**

An amount set aside in the accounts for liabilities or losses which are certain or very likely to occur but uncertain as to the amounts involved or the dates on which they will arise.

**GLOSSARY (continued)****Prudence**

The concept that revenue is not anticipated but is recognised only when realised in the form either of cash or other assets and full and proper allowance is made for all known and foreseeable losses and liabilities.

**Recharges**

The collective term for accounting entries representing transfers of (or to cover) costs initially debited elsewhere. They therefore comprise apportionments and charges.

**Recoverable Amount**

The recoverable amount of an asset is the higher of fair value less costs to sell (i.e. net selling price) and its value in use.

**Related Parties**

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

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

**Related Party Transaction**

A related party transaction is a transfer of resources or obligations between related parties, regardless of whether a price is charged. Related party transactions exclude transactions with any other entity that is a related party solely because of its economic dependence on the authority or the government of which it forms part.

**Remuneration**

All sums paid to or receivable by an employee and sums due by way of expense allowances (as far as those sums are chargeable to UK income tax) and the money value of any other benefits received other than in cash. Pension contributions payable by the employer are excluded.

**Reserves**

Sums set aside to finance future spending for purposes falling outside the definition of a provision. Reserves set aside for stated purposes are known as earmarked reserves. The remainder are unallocated reserves, often described as balances.

**Residual Value**

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

**Short-Term Employee Benefits**

Employee benefits (other than termination benefits) that fall due wholly within 12 months after the end of the period in which the employees render the related service.

**Specific Grants**

These are grants paid by various government departments outside the main formula. They include ring-fenced grants and specific formula grants.

**Specific Reserves**

Reserves set aside for a specific purpose or a particular service or type of expenditure.

**GLOSSARY (continued)**

**Tangible Fixed Assets**

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

**Useful Life**

The period over which benefits will be derived from the use of a fixed asset.

**VAT**

An indirect tax levied on most business transactions and on many goods and some services. Input Tax is VAT charged on purchases. Output Tax is VAT charged in sales.